2010-2011 NORTH RICHMOND MITIGATION FEE

Carbon Footprint Project – Expansion Phase July – December 2011

<u>SECTION I – ORGANIZATION INFORMATION</u>

Applicant Contact Information:

Name of Organization: Center for Human Development

Organization Address:

Administrative Headquarters: 391 Taylor Blvd., Suite 120, Pleasant Hill, CA 94523

North Richmond Office: 1410 Kelsey Street, Richmond, CA 94801

Executive Director Name: Elaine Prendergast

Project Manager Name: Angela Moore

Title: Program Director, North Richmond Community Services

Phone Number: Administrative Office – 925.687.8844 x240

North Richmond Office – 510.234.5359

Fax Number: Administrative Office – 925.849.8177

North Richmond Office - 510.234.0224

Email Address: elaine@chd-prevention.org; angela@chd-prevention.org

Note: If applicable, please provide updates in writing on any changes to staff identified in application.

Background Information:

a. Provide a description of your organization's mission statement.

The Center for Human Development is a community-based organization that offers a spectrum of services for at-risk youth, individuals, families, and communities in the Bay Area. Since 1972 we have provided wellness programs and support aimed at empowering people and promoting positive growth. Our dedicated staff and several hundred volunteers create and deliver programs and services addressing wellness, youth leadership, conflict resolution, parenting skills, and other challenges facing the community. Our volunteers work side-by-side with our staff to deliver quality programs in schools and community sites throughout Contra Costa as well as nearby counties. We are known for our innovative programs and are committed to improving the quality of life in our communities. Our administrative office is in Pleasant Hill, with satellite offices in North Richmond and Antioch.

Agency Mission: In partnership with the community, we create opportunities for people to realize their full potential. Our dedicated staff and network of trained volunteers work together to promote health and harmony in individuals, families, and communities.

b. State the length of time your organization has been in operation.

The Center for Human Development (CHD) began serving Contra Costa County schools with an alcohol and other drug (AOD) prevention program in 1972 and incorporated in 1978. CHD has served the North Richmond community from offices leased at Shields-Reid Community Center since 1985.

c. List the services that your organization provides to the North Richmond neighborhood.

Center for Human Development's North Richmond Community Services provides much-needed <u>free</u> services to children, youth, and families in North Richmond. We have worked in North Richmond for over 25 years from space leased from the City of Richmond at their Shields-Reid Community Center. North Richmond youth live in one of the most impoverished communities in California. Unemployment often runs as high as 50%, and the crime rate in Richmond is the highest in Contra Costa County. The highest percentage of youth entering Juvenile Hall is from West County. The youth who participate in Center for Human Development's programs often come from families who are facing enormous challenges, such as substance abuse, incarceration, unemployment, etc. We often see a "disconnect" between the youth and their families and between youth and their schools. More than 95% of our program participants are people of color, primarily African American and Latino.

CHD provides "wraparound" programs in North Richmond to promote both school and job readiness. The programs include an array of supportive services which focus on health and wellness, social services, parenting education, and resource referrals. Programs are offered Monday through Friday, from 10:00 a.m. to 5:00 p.m. for children, youth, and families from North Richmond and nearby neighborhoods. The programs provide participants with a safe place to build new relationships, learn together, and create projects of benefit to the community. Programs include 1) T.W.A.S. (Teens Wiping Away Stereotypes), 2) After School Program, and 3) Parent-Child Enrichment.

- Teens Wiping Away Stereotypes (T.W.A.S) youth group is a peer group that empowers high school youth to break down stereotypes and to collaborate for positive change. T.W.A.S. creates a safe and supportive environment for developing young community leaders through workshops, community service projects including gardening, life skills training, and academic achievement. The recently created T.W.A.S. Platinum component specifically reaches out-of-school youth with needed mentoring and support. It is from these two groups that we have recruited the youth for the Carbon Foot Print Project.
- The <u>After School Program</u> for elementary and middle school students features a computer lab and homework help, arts and crafts including a well-recognized ceramics project, sports, and field trips. When school is not in session, the After School Program offers a day-long summer camp.

• <u>Parent/Child Enrichment</u> project is in collaboration with the Richmond Public Library and includes the Kidzlit reading program.

We have had six youth participating in our Carbon Footprint Project for the past several months. All were recruited from T.W.A.S. and T.W.A.S. Platinum. We are requesting additional funds to increase their hours from 6 hours per week to 15 hours per week, at the current stipend of \$15.00 per hour. In addition, we propose to bring on another four youth who will work 9 hours per week, with a stipend of \$15 per hour. The Carbon Footprint Project has proven to be a large undertaking, and the allocation of 6 hours per 6 youth per week is not enough time to complete all the tasks involved in this project. The youth are doing a good job each working 6 hours a week; however, we want this to be a great project!

North Richmond is often used as a "dump." Garbage, litter, broken furniture, soiled mattresses, etc., along with other debris is a constant problem. The amount of trash abatement that is needed to maintain the area's overall appearance requires the youth to spend the majority of their current time on garbage abatement, which leaves limited time for tree pruning, tree planting, and other related tasks. These tasks cannot be completed within each youth's currently funded 6 hours per week. Therefore, we are requesting additional funds to increase both the hours and number of youth to ensure that all tasks can be completed within a reasonable amount of time. The youth are doing an admirable job considering their limited hours, the large and wide-spread service area, and the amount of trash dumped in North Richmond. The youth will definitely achieve the desired results for this project with increased hours.

Funding sources for our North Richmond programs during FY 2010-2011 have come from Contra Costa Employment and Human Services, North Richmond Mitigation Funds (City of Richmond), Veolia Mitigation Funds, Children's Support League, corporate grants including PMI, private donations, and a grant from California Department of Education. The latter funds a daily, healthy snack for children and youth participating in our North Richmond program. With an ever-changing funding picture, we are aggressively working with the CHD board of directors to secure new funding for our North Richmond services.

Other CHD programs serving North Richmond residents include:

- 1) <u>Conflict Resolution Programs</u> offering sliding scale community mediations as well as child Guardianship cases referred by Probate court.
- 2) <u>Friday Night Live (FNL)</u> helping teens develop leadership skills to tackle alcohol and other drug issues in their communities. In West County, FNL is offered at Richmond High.
- 3) <u>Project SUCCESS</u> offering alcohol and drug prevention groups and one-on-one support for middle school students in West Contra Unified School District. A nationally evaluated "best practice" model, the program is at Crespi, DeJean, Helms, and Portola middle schools.
- 4) In a special partnership with Contra Costa Health Services, CHD also provides the <u>African American Health Conductor Program</u> and the <u>Promotora Program</u>. CCHS and CHD are working to expand these two programs beyond East County to county health clinics in West County.

<u>SECTION II – PROJECT OVERVIEW</u>

Project Description and Concept

a. Describe the project your organization is proposing to implement with mitigation funds (include list of activities, proposed location(s) for programs, community involvement, etc.). State if this is a new project or a continuing one.

The Carbon Footprint Tree Planting and Trash Abatement Project recruits and mentors local youth to serve as "community environmental stewards." The youth gain valuable work skills by learning to plant trees and reduce solid waste in North Richmond. The latter includes picking up trash and separating items that can be recycled or reused. Recycling, reusing, and reducing solid waste promotes a healthier environment for North Richmond and in turn reduces greenhouse gasses emitted from everyday buried trash. This project complements an earlier composting and gardening service project that the TWAS youth group initiated as a program to beautify and encourage residents to actively participate in the beautification of their community.

Center for Human Development is requesting additional funding for the Carbon Footprint Project. We seek to 1) retain the continuing six youth and increase their time from 6 hours per week to 15 hours per week and 2) recruit and work with four new youth at 9 hours each per week. All ten youth will receive an hourly stipend of \$15.

We are requesting additional hours because of the large geographic area of North Richmond and the challenge to minimize the amount of trash and other debris that litters the streets, vacant houses/apartments, and empty lots. We are donating all reusable collectible items to the East Bay Depot for Creative Reuse Inc. Also, we need additional time for training and education on the environmental benefits of tree planting and the meaning of environmental stewardship. Additional hours will provide for increased outreach to the community and help us maintain clear lines of communication between the residents, project participants, and the City of Richmond Parks Department.

The youth are working with property owners or renters to encourage them to participate in the "Adopt-a-Tree" program. The "Adopt-a-Tree" program transfers the responsibility of watering and maintaining the trees to the residents. For the residents who are not interested in participating in the "Adopt-a-Tree" program," the City Parks Department is responsible for care and maintenance. In order to conserve water, the California trees require very low maintenance.

Many of the T.W.A.S. youth have already participated in an earlier gardening and composting project which regenerated poor soil, eliminated the need for chemical fertilizers, promoted higher yields of vegetable crops, and reduced the need for water and pesticides. The Carbon Footprint Tree Planting and Trash Abatement Project serves as an excellent transition for the youth to work towards environmental sustainability.

The Carbon Footprint Tree Planting and Trash Abatement Project is monitored and coordinated by Angela Moore, Program Director, and facilitated by Jazmine Perkins, Program Coordinator at the Center for Human Development's North Richmond office. Steve Cordova of the City of Richmond Park Department is orchestrating the planting of the trees, their care, and

maintenance. The project consists of education and research, youth employment, job training and retention, tree planting and maintenance, environmental benefits of CO2 reduction, trash abatement, community beautification, and collecting reusable items.

Partners in the project are the City of Richmond Parks Department, East Bay Depot for Creative Reuse, the Youth Empowerment Center, and the Richmond Public Library. The youth will continue to clean up the trash area twice a week and also plant Red Maple, Coastline, Oak, and/or Myrtle box trees once a month in North Richmond. The youth will receive valuable, first-hand experience on how to recycle trash, what are reusable items that can be shared with those in need. They will also learn how to plant, prune, and maintain trees. The youth will monitor the growth and the maintenance of the trees on a weekly basis. We are seeking additional funds to expand and complete the last six months of the original 15-month project.

b. Identify the issue or need your project seeks to address. Describe how your proposed project is anticipated to address anti-littering, environmental stewardship, blight reduction, beautification and/or other improvements that contribute to the quality of life in the specified Mitigation Funding Area.

Tree planting in North Richmond shows good environmental stewardship while supporting the beautification of a community that has too long been identified as blighted. We have identified many advantages to planting trees in North Richmond.

- The tree planting work will provide valuable job experience for young people in the community and offer positive interaction between youth and their elders.
- Trees will improve the local environment and provide habitats for local wildlife for many years, giving future generations a highly valuable ecological heritage. Trees will enhance the natural landscape of North Richmond.
- The youth will plant only native California broad-leaved trees in North Richmond, thus ensuring that the trees are in keeping with the local surroundings.
- By taking carbon dioxide from the atmosphere, trees help clean the air and help offset our polluting lifestyles, such as pollution from nearby refineries.
- Planting trees is one of the easiest ways to offset our carbon footprint and move toward becoming carbon neutral. Trees absorb carbon dioxide to produce oxygen and wood, both of which are very useful for humans and other animals. The trees will help offset CO2 emissions.

Likewise, the Trash Abatement component of the project engages local youth in a valuable community service project. The youth are positive role models for younger children in the community as well as their elders. They are showing others how trash abatement will develop a healthier, more attractive community by eliminating trash and abandoned household items.

c. Describe the goals and objectives of the proposed project.

The goal of the **Carbon Footprint Tree Planting and Trash Abatement Project** is to train and mentor 10 North Richmond youth to become environmental stewards, thereby making North Richmond a healthier, more beautiful environment for all its residents. Six youth are continuing in the project and will work 15 hours per week. Four youth will be new recruits and work 9 hours per week. The more experienced youth will serve as "job mentors" for the new recruits.

Objective 1. CHD Staff will <u>recruit</u>, <u>educate</u>, <u>and train</u> 10 North Richmond T.W.A.S. youth, ages 14 to 25, to become environmental stewards through their participation in the expansion phase of the two-part project of tree planting and trash abatement, July 2011 – December 2011

Objective 2. CHD staff will provide ongoing job skills and coaching for 10 North Richmond T.W.A.S. youth, ages 14 to 25, to become environmental stewards through their participation in the expansion phase of the two-part project of tree planting and trash abatement, July 2011 – December 2011

Objective 3. CHD staff and identified T.W.A.S. youth will partner with the City of Richmond Parks staff to <u>implement the "Adopt-a-Tree" program</u> for residents and renters in North Richmond, July 2011 – December 2011

Objective 4. CHD <u>staff will mentor and coach</u> identified T.W.A.S. youth on the <u>implementation</u> of trash abatement efforts in North Richmond, July 2011 – December 2011

d. Describe the steps you will follow to accomplish your objectives (plan of action, staff/volunteer roles and responsibilities, etc.).

Upon notification of funding, CHD North Richmond staff will announce the expansion project to T.W.A.S. youth and other young people in the community. The 10 youth will continue to prune trees, plant trees, pick up trash, and recycle goods. The Carbon Footprint Trash and Tree Planting Project will be completed by December 2011.

Staff will prepare new "youth contracts" that both continuing and new youth will sign in order to participate in the project. The contracts will outline the expectations and minimum requirements for each youth to receive his/her monthly stipend.

Staff will purchase additional materials and seek in-kind donations when possible.

Staff will continue to identify interested adult residents to volunteer and assist as needed.

Youth will continue trash cleanup and tree planting and this will be ongoing for the duration of the project.

Staff will support ongoing training and mentoring for the youth. Training will be two-pronged. Training will be specific to the tasks involved in tree planting and garbage abatement. Equally important the training will emphasize "job readiness" so the youth will be ready for the real work world. Field trips will be incorporated, when appropriate, as part of the training.

Staff will prepare monthly reports for CHD's Executive Director. She in turn submits them to the agency's Board of Directors. Required reports will be submitted to the funder.

Staff will facilitate quarterly focus groups with the youth and also administer a post-survey at the completion of the project.

Staff will work with CHD's Executive Director to identify additional funding and resources to sustain the project.

e. How, if at all, does your organization propose to sustain this program after mitigation funding is expended?

As with past projects, CHD's North Richmond office will strive to incorporate the Carbon Footprint Project into the ongoing work with the T.W.A.S. and T.W.A.S. Platinum youth. We will seek donations and funding from businesses and foundations to support the work.

Project Schedule

f. Provide a timeline for project implementation, including start and completion dates.

July 2011

Recruit and train new youth Administer pre-test to youth on their expectations for the project

July 2011- December 2011

Purchase materials needed for the execution of the Carbon Footprint Project Continue to plant trees, prune trees, pick-up trash, recycle Work with East Bay Depot for Creative Reuse to train youth on reusable items Work with City of Richmond Parks Department to train youth on tree planting

August 2011

Report to funder

December 2011

Youth Post Test given to determine what youth gained from the project "Success" Luncheon for youth and community partners

January 2012

Final Written Report on Carbon Footprint Project to the Mitigation Committee

Project Outcomes, Evaluation and Accountability

g. Describe how your organization will measure and evaluate your success in meeting your identified goals and objectives.

We will develop a youth-friendly pre- and post-survey that the youth will complete after their initial training and again at the completion of the project.

We will facilitate quarterly focus groups with the youth in order to make any necessary changes and "course corrections" in the work.

In addition, staff will implement ongoing monthly assessments of the project.

We project that 75% of the youth who start the project will complete it and 100% will report that they have gained valuable job skills while engaging in a community service project.

Organizational Capacity

h. List the staff members responsible for the implementation of project-related tasks; include their qualifications and any prior relevant experience (resumes may be attached).

Angela Moore, Program Director, BA, MPA, has a deep commitment to serving youth and families and has been on the CHD staff for twelve years. She grew up in Richmond and is very passionate and committed to the work in North Richmond. Jazmine Perkins is our Program Coordinator. She is a North Richmond resident who has volunteered for ten years and joined CHD as a part-time paid staff member two years ago. Both Ms. Moore and Ms. Perkins are excellent role models for the youth.

Describe the organization's financial management system used to maintain control over current operations and to ensure budgets are monitored and complied with?

CHD's Fiscal Director, Kevin B. Anderson, CPA, has been at the Center for Human Development since 2007. He has over 30 years of financial experience, including more than 20 years of non-profit accounting. He was the controller and CFO of a Third Party Administrator that handled over 50 Taft-Hartley Trust Funds. He became a CPA in 1988 and earned his Masters in Taxation from California State University, Hayward, in 1990. Mr. Anderson prepares the monthly financial statements which are reviewed by the Executive Director and the board's Treasurer. They are then presented to the full board. To help balance the fiscal work load, payroll is outsourced.

Elaine Prendergast, the Executive Director, and Lori Polizotti, Program Assistant, provide additional support for fiscal issues as appropriate, always keeping in mind the segregation of duties for purposes of internal control. The Executive Director has been employed by Center for Human Development for 21 years and in her current position for 10 years. Lori Polizotti has been with CHD for nearly 4 years.

Our audit firm, RINA Accountancy, is available for advice as needed. Audits are conducted annually as required for the many contracts we have which are funded with federal dollars.

i. Provide one (1) letter of recommendation or letter of support from community members or other organizations and one (1) letter from a past funder regarding your organization and/or project.

Letters attached.

Other

j. Provide any additional information that your organization believes will assist the Committee in considering the merits of your proposal.

We invite proposal reviewers to also visit CHD's website: www.chd-prevention.org

SECTION III – BUDGET INFORMATION

Financial Viability

Total Amount of Grant Requested: \$75,000

Complete Table 1 with your organization's budget for the proposed project. Items that can be included in the budget should fall under the following expense categories: staff costs, equipment, supplies/materials and project-related administration/overhead. Please itemize total proposed funding requested for each expense category and provide as much detail as possible, including the number of units (e.g. staff hours, equipment quantities, etc.) and per unit costs (e.g. hourly rates for staff or stipends, price of equipment, etc.). Add additional rows or use additional pages if needed. Please note stipends included in prior Community-Based Projects proposals selected for funding were all required to pay at least \$10/hour.

Please see <u>attached budget</u> which is based on agency's required line items. Note that all stipends are budgeted for \$15/hour.

Table 1

Item	Cost	Funding Request
Staff Time & Stipends		
Equipment		
Supplies/Materials		
Administration/Overhead		
TOTAL		

Total Project Budget

If the requested amount does not fully cover the cost of the proposed project, then please complete the following table to show all funds anticipated to be received by your organization for this proposed project.

Table 2

Total Budget	Funding Amount Requested for Expansion of Project	% of Project Budget
\$200,000 (See note)	\$75,000	38%

(Note: \$100,000 currently funded for 15 months.)

In Table 3, include other grants, federal/state funds, individual and corporate donations, volunteer and in-kind services, etc. which will provide the necessary funding to cover the full cost of your proposed project. For example, if Table 2 states that your organization is requesting 25% of the project budget from the Mitigation Fees then Table 3 should provide information about the remaining 75% of funds. When completing the table, indicate the status of the funding sources as follows: P = Proposed; S = Application Submitted; and A = Approved. Add additional rows or use additional pages if needed.

Table 3

Potential Funding	Status	Amount (\$)	Date Funds are
Sources			Available
Volunteers In-Kind	P	\$15,000	Volunteers available
Donations	P	\$10,000	TBD
TOTAL		\$25,000	

SECTION III. - PROGRAM BUDGET INFORMATION

III.1 Program Budget

Center for Human Development

Carbon Footprint Project - Expansion Plan

Contract Term: July 1, 2011 to December 31, 2011 (6 months)

Cost Categories

A. PERSONNEL

Monthly		
Position Title	6FTE	Salary/Wage
Service Delivery Staff		Budget
Program Director	0.5	11,200
Program Coordinator	0.3	4,400
Fringe Benefits @ 25%		3,900
Stipends (6 current youth @ \$15 x 9/additional hrs a week x 26 w	/ks)	21,060
Stipends (4 new youth @ \$15.00 x 9/hrs a week x 26 weeks)		<u>14,040</u>
		54,600
B. OPERATING EXPENSES		
Occupancy		900
Telephone		800
Office Supplies and Postage		360
Equipment Rental & Repair		650
Printing/duplicating		300
Program Supplies		3,200
Meeting and Youth Training Expense		1,500
Mileage and Transportation		1,500
Payroll Processing Fee		110
Insurance		660
Accounting/Audit		<u>650</u>
Operating Costs Total		10,630
C. INDIRECT COSTS (CHD) @ 15%		9,770
TOTAL BUDGET		\$ 75,000



Public Works Department Parks & Landscaping Division

June 9, 2011

To Whom It May Concern:

On behalf of the City of Richmond Parks Division, this letter serves as our Memorandum of Support for the Center for Human Development's (CHD) "Carbon Footprint Tree planting project".

The Center for Human Development's (CHD) office is located at the City of Richmond's Shields-Reid Community Center, in North Richmond, serving children, youth and their families. CHD provides free "wraparound" programs to strengthen families and their ability to nurture, support and care for their children. CHD supports evidence based programs that use the best research and experience have to offer and support and encourage collaboration between agencies, in order to enhance services to youth and the community. They promote and provide services and resources to youth, in order to reduce the risk factors that are the root cause for negative and counter productive behaviors.

The City of Richmond Parks Division has partnered with the Center for Human Development on the Carbon Footprint Tree planting project. We are pleased to partner with the Center for Human Development in providing tree planting and tree pruning training. We believe it is important for the youth to build community and take part in beautifying their community in planting trees, pruning trees, picking up trash and recycling. This project is vital to the well-being of our youth and residents in the North Richmond community!

The ""Carbon Footprint Tree planting project" is a strong foundation ensuring community sustainability by providing job training for youth that live in that community and at the same time reduces violence and other gang-related activities. The job training, workshops, counseling, support groups, community service projects, etc., all work together to sustain youth and prevent recidivism - -youth entering or re-entering the juvenile justice system or entering the Child Welfare System (CWS). CHD provides services to youth who come from different types of families, to help them address major challenges, family sustainability, and enhance family functioning.

Sincerely.

Ken Kirton
Parks Supervisor
City of Richmond
Public Works Department
Parks & Landscaping Division



June 9, 2011

To Whom It May Concern:

On behalf of the Richmond Public Library, this letter serves as our Memorandum of Support for the Center for Human Development's (CHD) "2010-2011 North Richmond Mitigation Fee."

The Center for Human Development's (CHD) office is located at the City of Richmond's Shields-Reid Community Center, in North Richmond, serving children, youth and their families. CHD provides free "wraparound" programs to strengthen families and their ability to nurture, support and care for their children. CHD supports evidence based programs that use the best research and experience have to offer and support and encourage collaboration between agencies, in order to enhance services to youth and the community. They promote and provide services and resources to youth, in order to reduce the risk factors that are the root cause for negative and counter productive behaviors.

The Richmond Public Library has partnered with the Center for Human Development for over ten years on various projects, such as the "Community Garden Project," "Ki to the Future," and "KidzLit." We are pleased to partner with the Center for Human Development to provide resources, programs, and opportunities for employment for the youth in providing employment training. We believe it is important for the youth to build community and take part in beautifying their community in planting trees, pruning trees, picking up trash and recycling. Indeed, this project is vital to the well-being of our youth and residents in the North Richmond community!

The "2010-2011 North Richmond Mitigation Fee." is a strong foundation ensuring community sustainability by providing job training for youth that live in that community and at the same time reduces violence and other gang-related activities. The job training, workshops, counseling, support groups, community service projects, etc., all work together to sustain youth and prevent recidivism - -youth entering or re-entering the juvenile justice system or entering the Child Welfare System (CWS). CHD provides services to youth who come from different types of families, to help them address major challenges, family sustainability, and enhance family functioning.

Sincerely,

Wylendía R. Eastman

Wylendia R. Eastman, Administrative Librarian

Our Training Center staff and trainers design and facilitate prevention-based trainings in schools and community settings.



Tribes – A model for facilitating groups more effectively.

Conflict Resolution Peer Educators

Trainings are offered as a fee-forservice. For more information about upcoming trainings or to inquire about booking a training at your school or organization, visit us online at:

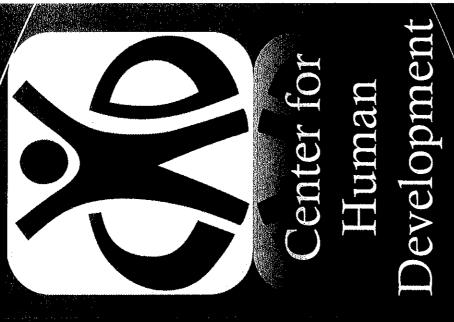
www.chd-prevention.org





Mission Statement

In partnership with the community, we create opportunities for people to realize their full potential. Our dedicated staff and network of trained volunteers, work together to promote health and harmony in individuals, families and communities.



Center for Human Development 391 Taylor Blvd, Suite 120, Pleasant Hill, CA 94523 925.687.8844 | www.chd-prevention.org

Changing Lives, Transforming Communities

www.chd-prevention.org



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positive growth. Our dedicated staff and several hundred volunteers create and deliver programs and services addressing wellness and prevention, youth leadership, conflict resolution, parenting of services for at-risk youth, individuals, families, and communities in the Bay Area. Since 1972 The Center for Human Development is a community-based organization that offers a spectrum we have provided wellness programs and support aimed at empowering people and promoting staff to develop quality programs in schools and community sites throughout Contra Costa as skills, and other challenges facing the community. Our volunteers work side-by-side with our well as nearby counties.

"I have seen the positive change we can bring..."

Wellness and Prevention

In a unique partnership with Contra Costa Health Services, **Promotoras** and **African American Health Conductors** work to reduce health disparities and help underserved populations navigate the health care system.

Trained volunteers in the **Parent Educator Program** teach K-6 students about the harmful effects of alcohol, tobacco, and other drugs and how to stand up to other pressures.

Project SUCCESS staff facilitates prevention education, individual mentoring, and support groups at middle schools throughout Contra Costa County

We provide **Tobacco Education and Cessation** services in local school districts.

Conflict Resolution

Conflict Resolution Programs is a volunteer-based community mediation service that empowers clients to reach a win-win outcome.

Four Corners Project serves middle and high school students in the Pittsburg Unified School District. With a goal of reducing gang violence, the focus is on Anger Management for Teens, teen support groups, and family support.

Community Collaborations

CHD is the convener of community collaboratives working to improve the health of residents in Contra Costa. These groups include the Bay Point Partnership, East County and Lamorinda Alcohol Policy Coalitions, and East County Environmental Justice Collaborative.



Youth Development

As the Contra Costa coordinator for Friday Night Live, we engage youth as active leaders and resources in their schools and communities.

North Richmond Community
Services offers a nurturing after-school program for students ages 6 to 18 and community service for older youth.

Empowerment Project supports LGBTQ youth and families in East Contra Costa

Internal Revenue Service

Date: June 4, 2002

Center for human Development 391 Taylor Blvd. 120 Pleasant Hill, CA 94523-2275

Department of the Treasury

P. O. Box 2508 Cincinnati, OH 45201

Person to Contact:

Tonya Martin 31-07387 Customer Service Representative

Toll Free Telephone Number:

8:00 a.m. to 6:30 p.m. EST 877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

94-2520840

Dear Sir or Madam:

This letter is in response to your letter dated May 8, 2002 requesting a change of address.

Our records indicate that a determination letter issued in November 1978 granting your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Center for Human Development 94-2520840

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely.

John E. Ricketts, Director, TE/GE Customer Account Services

2010-2011 North Richmond Mitigation Fee Funding Request Application

Section I - Organization Information

Applicant Contact Information:

Name of Organization: EcoVillage Farm Learning Center

Organization Address: 21 Laurel Lane, Richmond, CA 94803

Executive Director: Shyaam M. Shabaka,

Project Manager: Shyaam M. Shabaka

Title: Executive Director

Phone Number: 510-329-1314 Fax number: 510-223-1693

E- mail: sms@ecovillagefarm.org

Background Information:

a. EcoVillage Farm Mission Statement:

The mission (purpose) of EcoVillage Farm Learning Center is to create a healthy environment and an economic and socially just society by teaching people to work together and improve their community and livelihood.

b. Organization Existence:

EcoVillage Farm has been in existence and operational on a continuous basis since 2002

- c. EcoVillage Farm provides a wide range of services to the residents of North Richmond some of which include: (In the recent past and scheduled to resume 8/1/11)
 - Farm Fresh Produce Market Stand: EcoVillage Farm operated a farm fresh produce "Farmers Market" stand in North Richmond in collaboration with the North Richmond Missionary Baptist Church, County Health Services and residents. We are planning on resuming this farm fresh market stand in August 2011.
 - Provided farm fresh produce (fruits and vegetables) to North Richmond Neighborhood (corner) stores, as part of (HEAL) Healthy Eating Active Living efforts.
 - Provided an opportunity for North Richmond residents to participate in Richmond's Community Supported Agriculture (Farm 2 Table) Program.
 - Provided employment and training opportunities for North Richmond youth and young adults to work at EcoVillage Farm and satellite community garden plots in North Richmond and other locations within the city of Richmond.
 - Provided Community Based Action Research and PhotoVoice training to twelve (12) North Richmond youth.

- Participated in numerous North Richmond community improvement activities such as; (1) Beatification Committee, (2) Violence Prevention, (3) Urban Agriculture, (4) Health, Economic Development and Housing.
- Served as adult counselor to North Richmond youth. Took youth to State National Conferences on: (1) Childhood Obesity, (2) Fish and Water Environmental Protection, (3) Urban Agriculture.

As indicated by the above mentioned wide range of services and activities, EcoVillage Farm is strongly committed to helping improve the physical environment and quality of life of North Richmond.

Section II. Project Overview

Project Description and Concept

a. Description of proposed project.

This proposed "Eco Stewardship Ambassadors Project of North Richmond," is planned and designed to effectively address the following <u>interconnected</u> chronic problems and issues of major concerns to the residents of North Richmond and the North Richmond Mitigation Committee.

Primary Focus:

- Illegal littering
- Neighborhood blight
- Environmental stewardship
- Neighborhood beautification
- Residents health and safety
- Residents economic viability
- Civic responsibility and leadership (youth focused)

This proposed "Eco Stewardship Ambassadors Project" is a collaborative effort between the following, well established and actively engaged Richmond community-based organizations:

- 1. EcoVillage Farm Learning Center,
- 2. Opportunity West, Cheryl Maier, Director
- 3. CYCLE (Community Youth Council for Leadership and Education)
 Lillie M. Jones, Director

These three organizations and/or their directors, have over 50 years of combined active community engagement in North Richmond and the whole City of Richmond...

Examples of other members of the North Richmond community, which we have and will continue to collaborate and work with, include but are not limited to:

- North Richmond Missionary Baptist Church
- Neighborhood House of North Richmond
- (CURME) Community United Restoring Mother Earth
- Verde School Garden
- North Richmond Health Center
- Sunny Side Nursery

- LISC
- Heal Eating Active Living
- Shield Raids Community Center
- Contra Costa Health Services

Program Locations:

The proposed "Eco Stewardship Ambassadors Project of North Richmond" will be located in North Richmond at 305 Chesley Street, Richmond, CA 94805 (leasing program space from Neighborhood House of North Richmond Building) Administrative support office, classroom training, meeting, storage of supplies. The proposed project will also use the following sites and facilities:

- Vacant lots for urban agriculture, food production, demonstrations, and training:
 1800 block of 2nd Street, North Richmond.
 1800 block of Giaramita Street, North Richmond.
- EcoVillage Farm Learning Center, 21 Laurel Lane, Richmond, CA 94803 Administrative support, training and equipment storage at 305 Chesley

Although the "Eco Stewardship Ambassadors Project of North Richmond" is a new project, it is based on the over 50 years of combined social and economic experience that the primary collaborative partners have in North Richmond and the entire City of Richmond in general. These prior experiences, programmatic and personal connections are invaluable in the planning, development and implementation of programs designated to improve the physical and social environment, such as this...

b. Issues and needs being addressed.

This proposed "Eco Stewardship Ambassadors Project of North Richmond" is designated to successfully address the following interconnected problems and concerns:

- Illegal littering
- Neighborhood blight
- Neighborhood beautification
- Community empowerment and civic leadership
- Improve nutrition
- Health, safety and youth development
- Environmental stewardship
- Economic viability

Although these issues are often looked at as separate, they are all closely interconnected and will be addressed through a comprehensive system approach throughout this project.

c. Project Goals and Objectives:

The *primary goals* of this "Eco Stewardship Ambassadors Project of North Richmond" are as follows:

- To reduce the amount of illegal littering
- To improve the physical appearance of vacant lots and yard spaces of private residence and commercial facilities (i.e., better landscaping, debris removal, use of native plants)

- To improve and promote increase in civic engagement among youth.
- To improve the health and safety of North Richmond residents, by cleaning up the vacant lots and removing dangerous broken glass, discarded syringes and other toxic items, the safety of the community is being improved

The secondary goals are to:

- Improve the availability, affordability and accessibility of fresh fruits and vegetables to North Richmond residents.
- Increase community residents' sense of individual and community pride and esteem by cooking together to improve their community.

Objectives:

- 1. To recruit, hire and train a total of twelve (12) North Richmond youth and young adults (age 17-25 yrs) as "Eco Stewardship Ambassadors"
- 2. To develop two (2) vacant lots in the 1800 blocks of 2nd Street and Giaramita Street into a teaching and demonstration garden for North Richmond residents who are interested in creating their own "backyard or front yard gardens"
- 3. To recruit, provide training and assistance (i.e., seeds, seedling, loan gardening tools, etc.) to twenty (20) North Richmond (households) residents in the development of an ecological sustainable home based flower and vegetable gardens.
 - Note: develop one (1) home based "showcase" garden on each of the twenty identified North Richmond blocks. The home owners of these "showcase" gardens will be expected and encouraged to assist interested neighbors with the development of their respective home gardens.
- 4. To develop a community (North Richmond) based "project advisory committee" this committee will be composed of both youth and adults and will provide assistance to project staff in a wide range of program policy and evaluation.
- 5. To help coordinate and actively participate in Community Volunteer Cleanup days by recruiting both North Richmond and other interested individuals to participate.
- 6. To make regular progress reports, as required and requested, to the funder North Richmond Municipal Advisory Committee, County and City of Richmond and other interested parties.
- 7. Provide two weeks of intensive training to the twelve (12) Eco Stewardship Ambassadors in: (a) Community based participatory (action) research, (b) PhotoVoice, (c) Conflict resolution and non-defensive communication, (d) Community Mapping (e) Urban Agriculture and native plant nursery.
- 8. Provide continuous "on the job" training to Ambassadors throughout duration of this project.
- 9. Conduct a base line assessment of current, as of July 30, 2011, conditions (i.e., blight, littering, graffiti, overgrown vacant lots, and other adverse environmental indications) in North Richmond.
- 10. Work in close coordination with all other interested parties (i.e., residents, City, County and community based organizations to improve and monitor environmental stewardship efforts.

d. Action Plan:

This proposed "Eco Stewardship Ambassadors Project of North Richmond" will be managed and administrated by EcoVillage Farm Learning Center in collaboration with Opportunity West and CYCLE.

The program will be operated from a satellite office located at 305 Chesley Street in North Richmond (arrangements have been made to rent space from Neighborhood House of North Richmond pending grant approval)

A six member project advisory committee composed of North Richmond residents will be developed to help advise project staff in a wide range of programmatic and policy areas.

Since the three collaborative partners, EcoVillage Farm, Opportunity West and CYCLE, are well established community based organizations with long history of community engagement in North Richmond, this proposed "Eco Stewardship Ambassadors Project of North Richmond" is "shovel ready" and can be implemented immediately upon award of funds.

Upon written notification of funding approval, the twelve (12) Eco Stewardship Ambassadors positions will be widely announced throughout the North Richmond Community (via faith-based organizations, health and youth centers, canvassing, etc.)

Upon selection and hiring, the twelve (12) Ambassadors will be required to participate (attend) a (two week) intensive education and training program.

The Ambassadors will be responsible for implementing all components of this project while working under the direct supervision of EcoVillage Farm staff and specialized supervision of collaborative partners, Opportunity West and CYCLE.

The project staff will work in close coordination and cooperatively with all sectors of the North Richmond community toward the accomplishment of an environmentally healthy and safe community, which promotes civic pride.

This project will be evaluated on a continuous basis by the project staff, community project advisory committee and community residents.

Using the initial based line (July 30. 2011) date all project accomplishments and activities will be documented, analyzed and reported to funder and interested parties.

e. Sustainability:

Every Effort will be made to develop means to sustain this program beyond this proposed funding period. Such efforts will include but not limited to:

- Growing and selling produce from the vacant lots, which were converted to gardens via Farm Fresh Produce Markets and CSA boxes.
- Developing a Native Plant and herbal nursery and selling the plants.
- Securing landscaping maintenance contracts from City and/or County.
- Seek alternative sources of grant funding from Kaiser, The California Endowment, etc.

f. Project Schedule:

Please see schedule attached

g. Project Outcomes, Evaluation and Accountability

The success of this Eco Stewardship Ambassadors Project of North Richmond will be measured by the degree to which it achieves the planned goals and objectives (i.e., its outcomes)

Project Expected Outcomes:

- Recruit, hire and train twelve (12) North Richmond youth and young adults' residents as Eco Stewardship Ambassadors.
- Develop two (2) vacant lots in the 1800 blocks of 2nd Street and Giaramita Street into a teaching and demonstration garden for North Richmond residents who are interested in sustainable community or home based gardening.
- Recruit and assist at least twenty (20) North Richmond residents in the development of "showcase" home based flower and vegetable gardens. These showcase gardens will be located in 20 different blocks in North Richmond and will help promote the development of others (neighbors) home based gardens.
- Develop a project community advisory committee, which will be composed of at least six (6) North Richmond residents. This committee will meet as needed but at least once per month throughout the duration of this project period.
- Operate a weekly Farm Fresh Produce Market Stand in North Richmond. Use this market stand as a means of promoting and educating residents about environmental stewardship and related activities (i.e., cleanup days, workshops, etc.)
- Conduct and beginning (before) baseline assessment of environmental conditions in North Richmond and after assessment using PhotoVoice as one of the documentation of change tools.
- Make significant 20%> change (improvement) in the environment of North Richmond as a result of combined project activities (i.e., conversion of vacant lots to productive urban gardens, reduction in illegal dumping and littering, increase in home gardens, etc)
- Conduct at least twenty different environmental related Stewardship and Urban Gardening Workshops.
- To significantly reduce by 20%> from the baseline assessment the amount of blight, illegal littering, and other adverse environmental conditions that occurs on vacant lots and residential yards.

- To actively engage 300-350 North Richmond residents (youth and adults) in one or more of the various activities (i.e., home based and community gardening volunteers, clean up days, environmental stewardship workshops, farm fresh produce stand, etc.) on a regular basis throughout the duration of the project.

Accountability:

The project fiscal accountability will be the joint responsibility of EcoVillage Farm Learning Center and its fiscal agent, Earth Island Institute, which is a well established 501 (c) (3) tax exempt organization with over 35 years of project management responsibilities.

The day to day program management will be performed by a collaborative team consisting of staff from EcoVillage Farm, Opportunity West and CYCLE, who will be supervised by the Director of EcoVillage Farm.

The project Community Advisory Committee will provide both program and policy advice and oversight this management team.

h. Organizational Capacity

List of responsible staff and resumes...

This project will be administrated and managed by Shyaam M Shabaka, Executive Director and Founder of EcoVillage Farm Learning Center, a project of Earth Island Institute. As indicated in the attached personal resume, Shyaam Shabaka has over forty (40) years of professional community based program planning, development, implementation and evaluation experience. Mr. Shabaka will also be the primary supervisor and trainer of the Eco Stewardship Ambassadors.

Since this project is a collaborative effort between EcoVillage Farm, Opportunity West and CYCLE, other key staff members will include: Cheryl Maier, Executive Director of Opportunity West; (see Cheryl Maier's resume attached) some of Cheryl Maier's primary duties and responsibilities will include: - Organizing the monthly Environmental Stewardship and Cleanup days. - Convening and staffing the Project Advisory Committee. - Coordinating community resident's participation, training and volunteer participation.

<u>Lillie Mac Jones</u>, Executive Director, CYCLE will also serve as a key support staff to this project.

Some of Ms. Jones primary areas of responsibility will be: - the procurement of supplemental "in-kind" resources, - assisting with the training and supervision of youth ambassadors, - recruitment of North Richmond resident's participation in the home based "showcase" gardening activities. (see Ms. LM Jones resume attached)

Alfonso Martinez-Torres, EcoVillage Farm Office Manager and Accountant. Mr. Martinez-Torres has been working with EcoVillage Farm since 2005. Some of Mr. Martinez-Torres primary duties will be: keeping inventories, ordering supplies, time cards, payroll, etc.

i. Description of EcoVillage (**organization's**) financial management system EcoVillage Farm Learning Center is a project of Earth Island Institute and EII is EcoVillage fiscal agency.

Alfonso Martinez-Torres is EcoVillage Farm on-site Accountant and Office Manager; however, all financial transactions (i.e., payroll, accounts receivable, payables etc.) are routed and handled by EII's accounting department, which is under the direction of Yvette Hash.

Earth Island Institute has a full complement of professional accounting staff and a history of excellent project financial management.

j. Letters of Support

See attached letters form:

- Neighborhood House of North Richmond,
- Opportunity West
- CYCLE

k. Other Additional Information

This project collaborative team, EcoVillage Farm, Opportunity West and CYCLE, have a long (over 50 years of combined experience) been working in North Richmond and other low income communities.

These years of experience are invaluable in helping to understand the multiple interconnected challenges faced by the residents of North Richmond and how to develop and successfully implement effective strategies to improve their physical environment and overall well being.

We are also actively involved in various others programs, which serve North Richmond (i.e., West County HEAL Collaborative, Community Supported Agriculture, Youth Employment...) As a result of these and other efforts, we are shovel ready and prepared to began program implementation without delay.

Please visit EcoVillage Farm website at <u>www.ecovillagefarm.org</u> or visit us at our farm site in Richmond for more information.

f. Project Schedule

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12) Prepare and submit final program report to funder	 Development of regular monthly program reports to Mitigation program, Project Advisory Council and NRMAC 	cooking demonstration, native plants demonstration, etc.	days on the 3 rd Saturday of each month. Activities will include: cleanup, workshops,	10) Help coordinate and implement monthly community environmental stewardship	educate and promote environmental stewardship.	6:00PM. In addition to the selling of fresh produce, the market will also be used to	Operate a weekly Farm Fresh Produce Market Stand each Friday from 2:00PM to	interested NR residents at demonstration Gardens sites and/or showcase gardens	Provide weekly urban gardening and environmental stewardship training to all	block of 2 nd Street and 1800 block of Giaramita Street	7) Develop two demonstration community teaching gardens on vacant lots in the 1800	loans and people power.	community, by providing participating home owners with seeds, seedlings, tool	6) Develop 20 "show case" home gardens in 20 different blocks within NR	case" home gardening program.	5) Identify 20 community (residential) home owners who will participate in "show	4) Conduct baseline (current) assessment of blight, litter, vacant lots, etc in NR	3) Provide two weeks of intensive training to Ambassadors	Announce, interview and hire twelve (12) Eco Stewardship Ambassadors	Recruit members (6-8) for Project Community Advisory Council	Activities to accomplish goals and objectives
	×																		×	×	Jul
	×			×			×		×		×			×		×	×	×			Aug
	×			×			×		×		×			×							Sep
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X																					Jan

Section III. Budget Information

Financial Viability	Period: July 1, 2011 to December 31, 2011
Total Amount of Grant Requested:	

Table 1

Item	Cost	Funding	Request
Staff and Stipends			
Project Coordinator and Trainer SM			
Shabaka	0.57 FTE x 6 months	\$	20,000.00
	12 ESA x \$10.00/hrs x 10hrs week		
Stipend for 12 youth	x 22 weeks	\$	26,400.00
Office Manager, A. Martinez Torres	225 hrs x \$15.00/hr	\$	3,375.00
Opportunity West, Youth/Events			
Coordinator, C. Maier	400 hrs x \$20.00/hr	\$	8,000.00
CYCLE, Residents/Community			
Liaison, L.M. Jones	400hrs x \$16.25/hr.	\$	6,500.00
Equipment (rental and Lease)			
Rototiller, Tractor, trailer, dump truck,			
etc.	Hertz Rental	\$	2,200.00
		<u> </u>	
Supplies and materials			
Office: printing and photocopying,			
educational and training materials		\$	1,800.00
Field: Gloves, seeds, trash bags, water			
hoses, rakes, shovels, wheel barrel,			
signage, locks, etc.		\$	4,300.00
	Fence repair, equipment and tool		
Repair and Maintenance	repair, signage repair, etc.	\$	500.00
Administration/Overhead			
Rental of project space at 305 N.			
Chesley St.	300/mo. X 6 months	\$	1,800.00
Overhead	12 % of Budget	\$	8,985.00
(TOTAL	\$	83,860.00



21 Laurel Lane Richmond, California 94803 ph/fax: 510-223-1693 info@ecovillagefarm.org www.ecovillagefarm.org A project of Earth Island Institute

Lori Reese-Brown
North Richmond Mitigation Funding Request Proposals
450 Civic Center Plaza
Richmond, CA 94804

Re: Letter of Transmittal

Dear Ms. Reese-Brown,

In response to your recent Request for Proposal (RFP) pertaining to North Richmond Mitigation Fee funding, we, EcoVillage Farm, Opportunity West and CYCLE, as collaborative partners, are submitting the enclosed "Eco Stewardship Ambassadors Project of North Richmond" proposal for your funding consideration.

We believe that the proposed project, when successfully implemented, will significantly reduce the problems of blight, illegal dumping and environmental neglect in North Richmond.

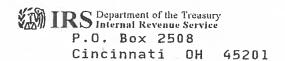
Should you have the need for any additional information, please do not hesitate to contact me at 510-329-1314 or via e-mail at sms@ecovillagefarm.org

Sincerely,

Shyaan M. Shabaka

Director and Founder

Enclosure: 3 copies of proposal and attachments



In reply refer to: 0248164838 Apr. 01, 2009 LTR 4168C E0 94-2889684 000000 00 000 00018433

BODC: TE

EARTH ISLAND INSTITUTE INC 2150 ALLSTON WAY STE 460 BERKELEY CA 94704



026047

Employer Identification Number: 94-2889684

Person to Contact: Mr. Brown
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Mar. 23, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in March 1984, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

michele M. Sullivan

Michele M. Sullivan, Oper. Mgr. Accounts Management Operations I

Earth Island Institute

Project Directory

"At Earth Island, we are part of a community of creative activists with a great track record and cutting edge worldview. This community provides us a network of peers and opportunities for cross-pollination."

- Toby McLeod, Sacred Land Film Project

Projects

Earth Island Institute serves as an incubator for start-up environmental groups. Some projects will stay with Earth Island Institute for the full life of their organization, while others spin off and become independent 501(c)(3) organizations. Currently, Earth Island has more than 40 projects under sponsorship. What follows is a list of current projects followed by a partial list of organizations that started as Earth Island projects and left to start independent groups.

Project Directory

Click on the project name to be view that project's summary information page containing a detailed program description, contact information, and a link to the project's Web site.

- The Adaptation Network
- The Altai Project
- Baikal Watch
- Bay Area Wilderness Training (BAWT)
- Bay Localize
- Big Wildlife
- The Borneo Project
- Burrowing Owl Conservation Network
- California Student Sustainability Coalition
- Campaign to Safeguard America's Waters (CSAW)
- CarbonfreeDC
- Center for Ecosystem Restoration
- Center for Safe Energy
- Changing Gears
- China Rivers Project
- Climate Wise Women
- CoalSwarm
- Connect the Dots
- Eco-Village Farm Learning Center
- EcoEquity
- EcoPerspectives
- Energy Action
- Ethical Traveler
- Fired Up Media
- Global Service Corps
- Green Café Network
- International Marine Mammal Project (IMMP)
- John Muir Project
- KIDS for the BAY

1 of 2 6/13/2011 7:12 PM

Shyaam Menes Shabaka, B.Sc., M.P.H. 21 Laurel Lane Richmond, CA 94803 sms@ecovillagefarm.org (510) 329-1314

Summary of Professional Competency

Shyaam M. Shabaka has more than 33 years of leadership experience in public health, sustainable urban agriculture, environmental, social and economic justice work in low-income urban American communities and in Sub-Saharan Africa.

As a well known and highly respected community organizer, planner and activist in the sustainable urban agriculture, public health, environment and social justice field he recognizes the "interconnectivity" between the various components in ROC's Food System Circle and most his life work has been devoted to working with local governments and non-for-profit organizations whose mission is to eliminate poverty, hunger and improve the health and general well being of the poor.

The following is a brief summary of my professional work, community service (volunteer) and education experience:

Education

Western Institute of Social Research (WISR) Berkeley, Ca Ph.D. (CAND)

University of California at Berkeley School of Public Health Master of Public Health (M.P.H.)

University of Texas (Texas Western College) El Paso, Texas Bachelor of Service (B.S.)

Examples of Special Course Work/ Training/ Seminars

- Harvard University, School of Medicine/ School of Public Health, Cambridge, Massachusetts
- -Family violence, Abuse, and Victimization
- -Violence Prevention/ Conflict Resolution
- •University of Virginia, Charlotte, Virginia
- -Institute on Health Care Policy and Social Issues
- -Endowment Fellowship
- •University of California at San Francisco School of Medicine, S.F., Ca
- -Attended seminars on politics of Health Care, National Health Insurance, etc.

Cheryl Maier Business Phone: 510-236-5812 Fax (510) 236 5815 Cell Phone (510) 932 9426

Education

1969-1970

Cornell University

Ithaca, New York 14850

Early Childhood Development

1966-1968

University of New Hampshire

Durham, New Hampshire 03824

Journalism

Experience

1986 to Present

Opportunity West 598 Nevin Avenue Richmond, Ca. 94801

Title:

Executive Director

Duties:

for a non-profit organization, Chief Executive Officer. Principle responsibilities include strategic planning and resource development for human services and community economic development in West Contra Costa County. Focus areas include employment training; substance abuse and violence prevention; early childhood education and youth programs. Expertise includes grants management systems. Opportunity West serves as fiscal agent and planner to a number of federal, state and local collaboratives which are grant funded. In addition, serves as spokesperson for community initiatives on violence prevention; neighborhood economic development; literacy and employability and other issues of regional importance. ; Serve on Steering committee of Healthy Eating Active Living (HEAL) and Building Blocks for Kids. Supervise 8 staff and day to day operation of

\$700,000 budget.

1984-1992

Industry Education Council of Santa Clara County

10420 Bubb Road Cupertino, CA 95014

Title:

Executive Director

Duties

CEO of non-profit organization comprised of Fortune 200 companies in Silicon Valley and major education agencies for the purpose of improving

competitive position of the workforce through education and training.

Developed live interactive regional Telecommunications training network in Santa Clara County with 25 downlinked sites to achieve on-line instructional capability through satellite delivered programs broadcasting over ITFS. Grants and contracts from corporations, foundations, JTPA, Employment Training Panel (ETP) and GAIN Expertise in issues such as school restructuring, lifelong learning; cultural diversity and cultural competence; English as a Second Language and Workplace Literacy; competitiveness and continuing improvement.

1983-1994

East Bay Skills Center Peralta College District

1100 67th Street, Richmond, CA

Title:

Coordinator of Operations and Development

Duties:

Responsibilities included managing contract development and

implementation for largest technical and vocational training center in the

East Bay, with enrollment of 1,000 students. Supervised finance, management information systems, instructional support, security,

maintenance, inventory and supply. Contract officer and liaison to cities of

Berkeley, Oakland, Richmond, and Alameda County for employment

training programs.

1977-1983

Employment and Training

City of Richmond

330 25th Street, Richmond, CA

Title:

Planning Analyst

Duties:

Responsibilities include preparation and contracting for City's Private Industry Council on education, employment, training and re-training and literacy grants. Managed performance monitoring, budget preparation and

staffing.

Membership and Honors

1994 to Present	Co-chair, West County Increase the Peace
1995 Recipient	Citizen of the Year, West County Ed Fund
1995 Recipient	Peacemaker Award, Contra Costa Conflict Resolution Panels
1992 to Present	YMCA Board of Managers-West Contra Costa Executive Committee
1990 to Present	Board of Trustees, West Contra Costa Youth Service Bureau
1998 to present	Brookside Community Health Clinic
2010 to 2012	Chairman of the Board, BCHC
2005 to present	President, Doctor's Medical Center Foundation Board
2006	Citizen of the Year, Coronado Neighborhood Council
2008	Richmond Neighborhood Housing Services Citizens Award
2009	Chevron Leadership Institute

Statement of Qualification for Lillie Mae Jones

258 6th street Richmond, Cal 94801 (510) 233 3244

CYCLE office, 342 11th Street, Richmond, Cal. 94801

- Forty year resident of Richmond
- Master's in Public Administration from John F. Kennedy University
- Worked for thirty years in the environmental movement
- Founder of Community Youth Council for Leadership and Education CYCLE has been in existence for 17 years CYCLE received the first \$1.9 million dollar grant for the Richmond Greenway CYCLE utilized the City Manager's office as its fiscal agent
- Iron Triangle Neighborhood Council member
- President, Sante Fe Neighborhood Council



at THE NEVIN COMMUNITY CENTER 598 NEVIN AVENUE RICHMOND, CA 94801

Phone: 510.236.5812 / Fax: 510.236.5815 Email: opportunitywest@sbcglobal.net

June 1, 2011

Shyaam Shabaka Director Eco Village Farm 21 Laurel Lane Richmond, Ca. 94803

Dear Shyaam,

Opportunity West will collaborate in the North Richmond Community based Project to mitigate blight and litter and help to beautify North Richmond.

Opportunity West has been working on this issue, primarily in the Iron Triangle part of the incorporated city. We participate in One Block at a Time by the City of Richmond and are accustomed to hosting events with address issues of community transformation at the Nevin Community. Center. We hope to bring these resources to North Richmond and will work with staff at Shields Reid Center to offer the same opportunities in the North Richmond neighborhoods. In addition to events which engage the community on neighborhood clean-up,

Opportunity West has experience supervising youth in neighborhood beautification programs, through the Summer Youth Employment Program. We offer a teen development program through Life Skills for Peace and a Saturday programs for children that includes academics, computers, arts and crafts and fitness. Please do not hesitate to contact me soul you have questions or need more information concerning our involvement in this project.

Cheryl Maier

Executive Director

342 11th Street, Richmond, CA 94801 ~ Phone: 510-233-1415/Fax: 510-233-3278

June 3, 2011

Shyaam Shabaka Founder and Director Eco Village 21 Laurel Lane El Sobrante, Cal. 94803

Dear Mr. Shabaka,

This is to commit to working in the collaborative on the North Richmond Community based project with Eco Village, CURME and Opportunity West.

I know that with the focus these three agencies have on disenfranchised residents of North Richmond, we can introduce a community transformation effort that will result in improvements in the appearance in North Richmond. Community Youth Council for Leadership and Education will assist with the training and will utilize our significant contacts in the disciplines of air and water quality to prepare the youth and youth adults to understand the impact on the environment of blight and dumping. I look forward to working with you on the project.

Please do not hesitate to contact me should you have questions regarding our participation.

Sincerely,

Lillie Mae Jones, MPA

Executive Director



Neighborhood House of North Richmond West County Human Development Center 820 23rd Street, Richmond, CA 94804

Phone: 510-229-5000 Fax: 510-235-3112 Website: www.nhnr.org

EXECUTIVEDIRECTOR

BARBARA BECNEL

ASSOCIATE EXECUTIVE DIRECTOR

PAMELA NEYLAND June 13, 2011

Shyaam M. Shabaka, Director and Founder EcoVillage Farm Learning Center 21 Laurel Lane Richmond, CA 94803

Subject: Letter of recommendation from a past funder

To Whom It May Concern:

This letter of recommendation is in full support of your grant application to the North Richmond Mitigation Committee entitled Eco Stewardship Ambassadors Project of North Richmond."

As a funder of EcoVillage Farm Learning Center, though the West County HEAL (Collaborative) Initiative for the past five years, I am very knowledgeable of the very important and highly respected work and services your project provides to the City of Richmond residents.

Please do not hesitate to call on me if I may be of any further assistance.

Sincerely,

Barbara Becnel

Executive Director

BOARD PRESIDENT

ERWIN



June 3, 2011

Lori Reese Brown Richmond City Hall North Richmond Mitigation Proposal Request 450 Civic Center Plaza Richmond, Ca. 94804

Dear Ms. Brown

This is to support the application for funding by Eco Village Farm, in conjunction with Opportunity West and CYCLE.

As President of the Iron triangle Neighborhood Council, I have the responsibility of reviewing and monitoring programs and projects here it he Iron Triangle. I have worked with these three agencies and know the resources that they can bring together on behalf of children youth and families. They have been involved in he environmental movement, and in ringing more healthful life styles to the park and community center in Richmond and I know that their expertise will be invaluable to North Richmond.

We have benefited from the collaborative model in the Iron triangle. We have found than when agencies work together the results are greater than any single agency can achieve by itself. Therefore, I would recommend this project for community beautification. Should you have questions or need more information, please do not he sitate to contact me on my cell phone at (510) 860 3389.

Sincerely,

Theree Christian

President

2010-2011 NORTH RICHMOND MITIGATION FEE

FUNDING REQUEST APPLICATION

June 13, 2011

SECTION I – ORGANIZATION INFORMATION

Applicant Contact Information:

Name of Organization: Golden Gate Audubon Society (GGAS)

Organization Address: 2530 San Pablo Avenue, Suite G, Berkeley, CA 94702

Executive Director Name: Mark Welther

Project Manager Name (name of person applying for the grant for a specific project):

Anthony DeCicco

Title: Environmental Education Programs Manager

Phone Number: 510-843-2222 Fax Number:

Email Address: adecicco@goldengateaudubon.org

Background Information:

a. Provide a description of your organization's mission statement.

Golden Gate Audubon's mission is to protect, enjoy, and share information about Bay Area birds and other wildlife.

b. State the length of time your organization has been in operation.

Golden Gate Audubon was founded in 1917 and has been in business continuously since then.

- c. List the services that your organization provides to the North Richmond neighborhood.
 - ➤ Environmental education and stewardship programs in 3rd through 5th grade classes at Verde Elementary School, Bayview Elementary School and Lake Elementary School in North Richmond. These programs are based on our award-winning, state-

certified curriculum and offered to students and their families (40% of students in these schools live in North Richmond).

- Ongoing work to create a conservation vision for the North Richmond Shoreline, to preserve natural values and free recreational and health-enhancing outdoor areas for all residents of North Richmond, working with a coalition of organizations which include the Community Health Initiative, the Parchester Village Neighborhood Council, the Urban Creeks Council, West County Toxics Coalition), the North Richmond Shoreline Open Space Alliance, the Natural Heritage Institute, and local community members.
- Inclusion of North Richmond community members in developing a needs assessment that has allowed us to create a program for schools in the North Richmond vicinity that now successfully reach 150 students and an estimated 300-500 family members each year. This has also allowed us to establish the groundwork for successful expansion of this environmental education and stewardship program, increasing our outreach to many more families, improving academic achievement of these students, introducing children to accessible local resources, and teaching students to value and enjoy their natural surroundings and protect birds and wildlife from litter and other damage.
- Additional work protecting and restoring shoreline habitat and ecosystems.

SECTION II – PROJECT OVERVIEW

Project Description and Concept

a. Describe the project your organization is proposing to implement with mitigation funds (include list of activities, proposed location(s) for programs, community involvement, etc.). State if this is a new project or a continuing one.

Golden Gate Audubon's Eco-Richmond Program is a year-round, watershed-wide program for 3rd through 5th grade students and their family members living in the North Richmond vicinity. The program fosters community-based environmental stewardship of bay, marine, coastal and watershed environments by providing multiple opportunities for hands-on learning, community clean-up events, habitat restoration, and the protection of San Francisco Bay and local watersheds.

This program, which operates currently at Lake Elementary and Bayview Elementary, and began this spring at Verde Elementary, reaches 150 students and 300-500 family members per year. As a current recipient of North Richmond Mitigation Fee funding, we have been able to:

Create a partnership with Verde Elementary by providing two (2) fifth-grade classes with in-class watershed health presentations and field trips to Wildcat Creek in Alvarado Park. Each field trip involved activities to assess the attributes of a healthy creek habitat.

- Strengthen partnerships with The Watershed Project to complement classroom outreach at Verde Elementary.
- Build partnerships with North Richmond community groups.
- Provide partial funding for two (2) fourth-grade classes at Lake Elementary and two
 (2) classes at Bayview Elementary.

Eco-Richmond Program Background

Since 1999, Golden Gate Audubon's Eco-Oakland Program, our first community-based school environmental stewardship program in the region, has served more than 10,000 students and community members in the East Oakland community.

In 2007, we conducted a community needs assessment and received input from the North Richmond community about ways to most effectively provide culturally relevant programming. We then implemented a successful pilot program, and have now increased our programming to reach Lake, Bayview and Verde Elementary Schools. As a result of the program's success, we now plan to continue expanding at Verde Elementary in the remainder of 2011.

Since nearly a third of North Richmond community members and Eco-Richmond participants are native Spanish speakers, providing culturally competent and linguistically appropriate education is at the very core of our outreach. We strive to engage culturally appropriate staff and volunteers and provide our participants with Spanish/English instruction and materials.

Our organization has also played an active role in the formation of the North Richmond Shoreline Academy, a network of community and conservation groups working to protect the area's open spaces in order to expand and protect outdoor opportunities for community residents.

<u>Funding Request:</u> To continue expanding and strengthening our award-winning environmental stewardship program at Verde Elementary School in North Richmond, we respectfully request a grant of \$23,644 from the North Richmond Mitigation Fee Fund to ensure that residents and students in the area have the opportunity to benefit from the curriculum. Students and their family members will explore and learn to protect Wildcat Creek Marsh and Landfill Loop via in-class presentations, school and family field trips and poster sessions to develop informational signage to protect the Marsh and Landfill Loop.

b. Identify the issue or need your project seeks to address. Describe how your proposed project is anticipated to address anti-littering, environmental stewardship, blight reduction, beautification and/or other improvements that contribute to the quality of life in the specified Mitigation Funding Area.

North Richmond is a critically important area of the San Francisco Bay watershed, yet the community has few resources to protect the local environment and connect with open spaces—through public schools or otherwise. Local schools have suffered drastic budget cuts in recent years and lack science materials, transportation, environmental education

teachers, and relevant curricula. Language and cultural barriers often restrict efforts to engage youth and adults in environmental protection. Overworked teachers are typically unfamiliar with existing environmental education opportunities and have neither the time nor the expertise to develop environmental curricula themselves. Moreover, many of the families participating in our program have had limited or no access to nature and the outdoors.

"There is nothing like this program in the whole district! If you are planning to offer classroom programs, field trips and family programs within a multi-disciplinary approach, there is nothing similar. It's not only needed in this community, it's very much needed in all of West Contra Costa County School District," said Sherry Nolan, the science curriculum developer for the West Contra Costa County School District during an interview for the Eco-Richmond Program needs assessment we conducted in 2007.

Golden Gate Audubon seeks to connect the North Richmond community with the local environment in ways that foster community conservation. People are most likely to invest in protecting their environment when they see it as part of their permanent home, and our program offers families a rare opportunity to explore and engage in protecting their local watershed as a family unit. Our Eco-Richmond program not only provides them with this experience but stresses the connection between the local watershed and the ocean and illustrates how urban run-off pollution, specifically non-degradable litter, affects the broader marine environment, including underwater creatures, as well as sea and shorebirds.

The mounting problem of marine debris in the Pacific has gained international attention. The "Great Pacific Garbage Patch" in the North Pacific Subtropical Convergence zone is responsible for the annual death of countless creatures. The majority of this trash originates from the streets of cities on the west coast of the United States. In the Eco-Richmond Program, we strive to heighten participants' awareness of such environmental issues, empower them with practical strategies for reducing pollution and motivate them to take action to protect their shared environment.

Our program will initiate trash clean-ups during school visits, and weekday and weekend family field trips to Wildcat Creek Marsh and Landfill Loop. For each clean-up event we implement numerous activities for students and family members that illustrate how litter is not only unsightly but potentially harms wildlife, establishing a sense of consequences. Additionally, we plan to organize a community-focused informational signage to protect the Marsh and Landfill Loop and post around the area. The net impact of our program makes litter cleanup more than a series of rules for children and instills emotional reasons for caring when children are young.

c. Describe the goals and objectives of the proposed project.

A grant of \$23,644 for the remainder of 2011 will provide funding to reach an estimated 100-150 new children and 300-450 new family members through initiation of environmental stewardship classes and programs at Verde Elementary in the North Richmond mitigation area.

Our goals are to:

- 1) Foster community-based engagement in environmental stewardship through handson activities;
- 2) Provide opportunities for children, youth, and parents and grandparents to work together to protect local wildlife and habitat;
- 3) Counter the shortage of place-based environmental education and science learning opportunities; and
- 4) Improve students' academic achievement in science, math, and literacy.

Our new program launch-point will target the racially diverse and underserved North Richmond community, and engage students, their families, and community members in innovative environmental education activities. The program will engage students, working with them in the classroom and schoolyard, at local creeks and wetlands. Utilizing our current successful model, we will provide opportunities for students to improve academic achievement by engaging them in hands-on, place-based activities, which protect and enhance their local environment. Through the program's clean up activities, students and their family and community members also take an active role in conserving some of the Bay Area's most critical natural resources, and in this case, their own marvelous "backyard" of Wildcat Creek Marsh and Landfill Loop.

Since nearly a third of North Richmond community members and Eco-Richmond participants are native Spanish speakers, providing culturally competent and linguistically appropriate education is at the very core of our outreach. We strive to engage culturally appropriate staff and volunteers and provide our participants with Spanish/English instruction and materials.

d. Describe the steps you will follow to accomplish your objectives (plan of action, staff/volunteer roles and responsibilities, etc.).

Plan of action

Each participating class at Verde Elementary will receive:

- In-class presentations (2): Wildcat Creek Watershed Health and Environmental Impacts of Land-Based Litter, which includes community trash assessment.
- Weekday field trips (2) to the Wildcat Creek Marsh and Landfill Loop. Each trip includes wildlife observation, food webs study, and trash clean up.
- Weekend family field trips (2) to the Wildcat Creek Marsh and Landfill Loop. Each trip includes wildlife observation, games, watershed awareness activities and environmental stewardship building activities.
- Poster competition to create pro-environmental educational signage (Spanish and English and other prevalent languages) around the community.

Numbers reached:

- Four (4) to six (6) fourth and fifth grade classes
- 100- 150 students
- 300 450 community members

Staff/volunteers roles and responsibilities

The Eco-Richmond Program Manager, Eco-Richmond Program Coordinator, volunteers and classroom teachers work together to provide a curriculum that uses the local environment as an integrating context for students' academic studies. The program includes a suite of two (2) class visits, two (2) student field trips, at least two (2) family field trips for each participating class, as well as a poster session.

Step by step, the students learn how their lives connect with and rely upon local habitats and ecosystems, starting with the most familiar habitats and then expanding. Students begin by assessing the ecological health of their schoolyard habitats and learn how storm drains connect their community to the natural systems within the San Francisco Bay and their neighborhood watershed. The second classroom lesson highlights the entire range of potential stormwater contaminants as students are taught the health and environmental problems this can pose. Students then visit Wildcat Creek Marsh and Landfill Loop and engage in trash removal and invasive plant removal and study food webs.

Educators visit the classroom to discuss how the effects of human actions have impacted the health of the San Francisco Bay, their local watershed, as well as its human population. Then students work collaboratively to study and interact with a watershed model in class and review reduction strategies for each potential pollutant. Students then go on a field trip to determine the health of a local creek and engage in habitat cleanup. The program culminates in a family field trip where participants learn strategies to prevent litter accumulation that becomes wildlife debris, and where they engage in clean-ups to bring the point home.

e. How, if at all, does your organization propose to sustain this program after mitigation funding is expended?

We are in the process of identifying additional environmental education grants, corporate underwriters, and donor gifts that will support this expanded effort. We believe, based upon funders' response to date for both the Eco-Richmond and the Eco-Oakland program, and our own experience, that our plans are realistic.

Project Schedule

f. Provide a timeline for project implementation, including start and completion dates.

<u>July through August</u>: Enter and analyze previous student survey data in order to enable us to report on results of pre- and post-evaluation surveys; conduct program planning, which includes streamlining current curricula and making curriculum and program revisions based on evaluations.

<u>Late August - September</u>: Schedule programming; volunteer recruitment and training; high school mentor recruitment and training; administer new pre-program surveys.

<u>September - October</u>: In-class presentation, *Wildcat Creek Watershed Health*.

October - November: Each class takes a field trip to the Wildcat Creek Marsh and Landfill Loop. Each trip includes wildlife observation, food webs study, and trash clean-up.

October – December: Two (2) weekend family trips to the Wildcat Creek Marsh and Landfill Loop. Each trip includes wildlife observation, games, watershed awareness activities and environmental stewardship building activities.

<u>November - December</u>: In class presentation, *Environmental Impacts of Land-Based Litter*. Includes a community trash assessment and clean-up and Wildcat Creek Clean-up.

<u>December:</u> Poster competition to create pro-environmental educational signage (Spanish and English and other prevalent languages) around the community.

Project Outcomes, Evaluation and Accountability

g. Describe how your organization will measure and evaluate your success in meeting your identified goals and objectives.

The Eco-Richmond Program Logic Model (attached) is the framework for the program and illustrates how each stakeholder and activity contributes to the immediate and long-term outcomes. Based on the aggregated results of our evaluation process, the Eco-Richmond Program Manager updates the program model annually to ensure our efforts promote environmental stewardship through culturally relevant best-practices.

Each year, we seek to evaluate and refine our environmental education programs and work with a professional evaluation consultancy, Mountain Light Consulting. We employ both quantitative and qualitative data analysis.

Pre- and post-program surveys are administered to a sample of at least 75 students at the beginning and end of each school year to assess how their attitudes and behaviors toward their community and environment may have changed. Based on our most recent survey results, these are the goals we would like to achieve and measure in the 2010-2011 academic year:

- At least 80% of Eco-Education Program participants (both students and family members) will know how trash travels and contaminants flow from their neighborhood to the wetlands, Bay, and Pacific Ocean, and how these affect water quality and fish populations;
- At least 90% of students will be able to explain ways in which they have helped animals, plants, and their habitats in the previous year; and
- At least 80% of participants (both students and family members) will claim that the Eco-Richmond Program increased their environmental stewardship skills and motivated them to take action to protect the environment.

Survey data is collected at the beginning and end of the school year, while an advisory group gives feedback during the middle of the school year. All feedback will be formally compiled and analyzed by the Program Manager during the summer months and will be used to determine needs of the target audience, improve our curriculum and program design, and guide our judgments about the impact and value of the Eco-Richmond Program.

The advisory group consists of people who live or work in the North Richmond communities, including parents, community organizations, teachers, school administrators, and volunteers. The Eco-Richmond Program Manager works with staff and advisory group members to integrate this feedback into future programming, curriculum development, and restoration efforts.

Organizational Capacity

h. List the staff members responsible for the implementation of project-related tasks; include their qualifications and any prior relevant experience (resumes may be attached).

Anthony DeCicco, Eco-Oakland Program Manager, organizes and implements classroom and field trip programs, and establishes and maintains relationships with the program partners and advisors, including working collaboratively with East Oakland and North Richmond community members. Prior to joining Golden Gate Audubon in September 2006, Anthony was a program coordinator and environmental educator at KIDS for the BAY, where he implemented their signature Watershed Action Program. Anthony is fluent in Spanish, and holds a bachelor's degree in applied linguistics from the University of California-Santa Cruz and a master's degree in education, with a focus on curriculum development in environmental education, from California State University-East Bay.

Mark Welther, Executive Director, oversees the organization's projects and finances. Mark began serving Golden Gate Audubon on April 20, 2009. For the previous two-and-a-half years, Mark served as founding Executive Director of the Spaulding Wooden Boat Center in Sausalito. At SWBC, he created a nonprofit maritime museum and educational center from a historic boat yard. In the process, he launched new youth education programs and introduced Marin City and other Marin County youth to the art and craft of woodworking and sailing, developed a youth and senior public sailing program staffed with volunteers, worked with the board of directors to raise funds, and increased the organization's visibility through national and local media coverage and public speaking. Prior to that position, Mark worked for nine years managing membership and major donor fundraising programs for the California League of Conservation Voters (CLCV), one of the state's largest and oldest environmental organizations.

Marissa Ortega-Welch, Environmental Education Program Coordinator, joined Golden Gate Audubon in November 2010. Marissa returned to the Bay Area after living in Washington for four years. She taught environmental education at the Olympic Park Institute, as well as conducted bird surveys in northwest National Parks for the Institute for Bird Populations. Prior to that, she taught bicycle-based environmental education for

Cycles of Change here in the East Bay. Marissa is from San Diego. She loves to share her passion for the outdoors and is committed to empowering youth to work towards positive change.

i. Describe the organization's financial management system used to maintain control over current operations and to ensure budgets are monitored and complied with?

The Golden Gate Audubon Society (GGAS) follows accounting best-practices with oversight provided by a contracted and licensed CPA. With her assistance, we produce monthly financial reports and an annual audit. The Board Finance Committee, which includes skilled financial investment and accounting professionals, and the Executive Director, oversee the yearly budget, review monthly income statements and balance sheets, and ensure compliance with financial reporting requirements and expense and cash flow management.

j. Provide one (1) letter of recommendation or letter of support from community members or other organizations and one (1) letter from a past funder regarding your organization and/or project.

Attached:

- Rich Walkling
- Whitney Dotson
- Claire Thorpe

Other

k. Provide any additional information that your organization believes will assist the Committee in considering the merits of your proposal.

In June 2011, Golden Gate Audubon finished production on a DVD, which shows the entire Eco-Education Program in action. Copies of this video are available upon request.

In 2009, our Eco-Education Programs received the Outstanding Local Organization Award from the North American Association for Environmental Education, the largest and most prestigious environmental education association in the U.S. In addition to national recognition, the Eco-Education Programs also received a significant statewide honor, the 2008 Governor's Environmental and Economic Leadership Award.

On January 29, 2009 Bay Area NBC aired a story about our Eco-Richmond Program. Two of our participating classes found 400 shotgun shells on the beach during the field trip to Point Pinole. The students and teachers were so outraged that they initiated a letter-writing campaign to the California Department of Fish and Game asking them to stop this kind of activity and wildlife disruption in their own community. The principal and teachers were particularly pleased to receive such uplifting exposure for the school, located in a community that often faces harsh challenges. Their news segment can be found on Golden Gate Audubon's website at:

http://www.goldengateaudubon.org/html/enviro_edu/ecooakland.htm

SECTION III – BUDGET INFORMATION

Financial Viability

Total Amount of Grant Requested: \$23,644

Complete Table 1 with your organization's budget for the proposed project. Items that can be included in the budget should fall under the following expense categories: staff costs, equipment, supplies/materials and project-related administration/overhead. Please itemize total proposed funding requested for each expense category and provide as much detail as possible, including the number of units (e.g. staff hours, equipment quantities, etc.) and per unit costs (e.g. hourly rates for staff or stipends, price of equipment, etc.). Add additional rows or use additional pages if needed. Please note stipends included in prior Community-Based Projects proposals selected for funding were all required to pay at least \$10/hour.

Table 1

Item	Cost	Funding Request
Staff Time & Stipends		
Eco-Richmond Program	\$19.23/hr x 520 hrs	\$10,000
Coordinator		
2. Eco-Richmond Program	\$25/hr x 180 hrs	\$4,500
Manager		
3. Stipends for 5 High School	\$10/hr x 100 hrs	\$0.00
Interns	(20 hrs per intern)	\$0.00
Equipment		
4. Bus leases for students and	\$400/trip x 8 trips	\$3,200
family trips to Wildcat Creek		
Marsh and the Landfill Loop		
Supplies/Materials		
5. Curriculum copying	\$200/class x 6 classes	\$1,200
6. Educational displays, signage		\$1,000
and handouts		
7. Trash grabbers	\$15 x 20	\$300
8. Reusable cloth bags (for trash	\$2 x 30	\$60
collection)		
9. Gloves	\$10 x 30	\$300
Administration/Overhead		
10. Management & General 15%		\$3,084
TOTAL		\$23,644

Table 1 notes:

Item 1: Increased funding from this grant cycle will allow the Eco-Richmond Program Coordinator to provide more outreach and stronger collaborations within the North Richmond Mitigation Fund area as well as in the adjacent communities covered by our Eco-Richmond Program.

Item 3: Note that funds for the high school interns will be provided through the first grant that Golden Gate Audubon received from the North Richmond Mitigation Fund. Two (2) interns worked with the program during the 2010-11 academic year, and the remaining funds will support three (3) interns from the North Richmond Mitigation area during this second phase of implementation.

Item 5: Note that we are only requesting for six (6) classes, because five (5) classes will be provided through the first grant that Golden Gate Audubon received from the North Richmond Mitigation Fund.

Total Project Budget

If the requested amount does not fully cover the cost of the proposed project, then please complete the following table to show all funds anticipated to be received by your organization for this proposed project.

Table 2

Total Budget	Funding Amount Requested		% of Project Budget
\$64,364 (including In-Kind)	Requested:	\$23,644	36.7%
	Cash sources:	\$28,750	44.7%
	In-Kind:	\$12,000	18.6%

In Table 3, include other grants, federal/state funds, individual and corporate donations, volunteer and in-kind services, etc. which will provide the necessary funding to cover the full cost of your proposed project. For example, if Table 2 states that your organization is requesting 25% of the project budget from the Mitigation Fees then Table 3 should provide information about the remaining 75% of funds. When completing the table, indicate the status of the funding sources as follows: P = Proposed; S = Application Submitted; and A = Approved. Add additional rows or use additional pages if needed.

Table 3

Potential Funding Sources	Status	Amount (\$)	Date Funds are Available
 National Fish and Wildlife Foundation 	S	\$12,500	Summer 2011
2. North Richmond Mitigation Fee Fund	A	\$1,750	July 2011
3. Contra Costa Watershed Fund	A	\$7,000	
4. East Bay Community Foundation	A	\$15,000	June 2011
5. David B. Gold	A	\$5,000	March 2011
Subtotal Cash Sources		\$28,750	
6. East Bay Regional Park District	In-Kind	\$3,000	When requested
7. Golden Gate Audubon volunteers	In-Kind	\$7,000	When requested
8. West Contra County Unified	In-Kind	\$2,000	When requested
School District teacher and school			_
official			
Subtotal In-Kind		\$12,000	
TOTAL		\$40,750	

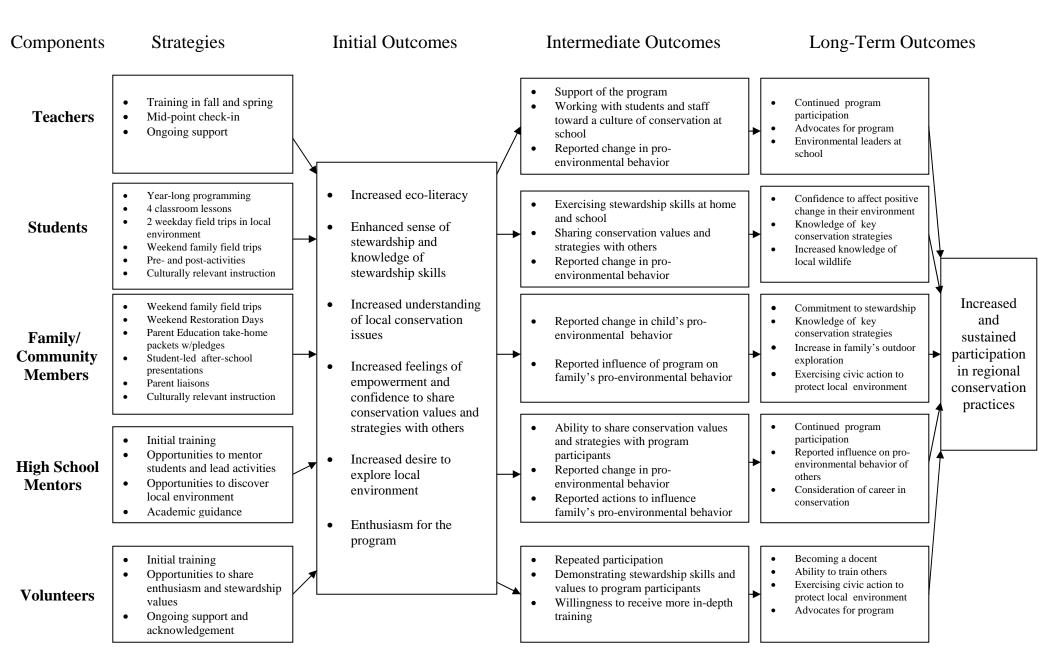
Table 3 notes:

Item 1. Amount not considered in Table 3 total, since funds have been requested but not confirmed.

Item 2. This represents the balance of the first grant Golden Gate Audubon received from the North Richmond Mitigation Fee Fund (total, \$8,000), which will be spent from July – December 2011.



Logic Model for the Eco-Richmond Program



External factors: Program partners provide opportunities for promoting conservation values and pro-environmental behavior.



NATIONAL FISH and WILDLIFE FOUNDATION

SOUTHWESTERN PARTNERSHIP OFFICE

90 New Montgomery Street Suite 1010 San Francisco, CA 94105 P 415-778-0999 F 415-778-0998 nfwf.org

Richmond City Hall
Attn: Lori Reese-Brown
North Richmond Mitigation Funding Request Proposals
450 Civic Center Plaza
Richmond, CA 94804

June 7th, 2011

RE: Golden Gate Audubon Society Application for Funding

Dear Ms. Wilson,

I am pleased to write this letter of support for the Golden Gate Audubon Society's request for funding to continue their environmental education and stewardship activities which benefit the San Francisco Bay Estuary and local communities.

The National Fish and Wildlife Foundation (NFWF) has been providing support for the Golden Gate Audubon Society since 1999 for their outreach, education, and restoration activities including their activities at the Alameda National Wildlife Refuge and Oakland's Martin Luther King, Jr. Regional Shoreline Park. Last year NFWF awarded the fourth in a series of grants to the organization to support their Eco-Oakland and Eco-Richmond Program. This program does an outstanding job of connecting local youth, families, and community residents with their watershed and provides opportunities for direct action including trash removal, control and removal of invasive non-native plants, and revegetation with natives to improve habitat and water quality.

Golden Gate Audubon has used NFWF funding to work with two Richmond schools, 3rd-5th grades at Bayview and Lake Elementary, in the classroom and in the field providing hands-on experiential education. As part of this work, they were able to build key partnerships within the Mitigation Fund area, most notably at Verde Elementary. Additional funding support will enable them to build their programming at Verde, including in-class presentations, student field trips to Wildcat Creek and Marsh and Landfill Loop, and weekend family trips to Wildcat Creek Marsh and Landfill Loop.

As a NFWF grantee, Golden Gate Audubon has performed at the highest level to deliver multiple benefits for the natural resources and human population. It is my pleasure to provide unqualified support for their request for funding which, if awarded, will enable them to expand their outreach and collaboration with Richmond schools and district park staff. Please feel free to contact me if you would like additional information. I can be reached at Claire.thorp@nfwf.org and (415) 243-3104.

Sincerely,

Assistant Director

Southwestern Partnership Office National Fish and Wildlife Foundation



5 June 2011

Richmond City Hall Attn: Lori Reese-Brown North Richmond Mitigation Funding Request Proposals 450 Civic Center Plaza Richmond, CA 94804

RE: Eco-Richmond Environmental Education Program

Dear Ms. Reese-Brown and North Richmond Waste and Recovery Mitigation Fee Committee:

I am writing to encourage you to fund Golden Gate Audubon's Eco-Richmond Environmental Education Program, which connects community members in West Contra Costa County with their local environment and empowers them to protect it. I am the shoreline coordinator for the North Richmond Shoreline (funded by a Department of Conservation grant) and have seen the benefits of this program to the shoreline and the community.

The Eco-Richmond Environmental Education Program targets the racially diverse and underserved North Richmond community, engages students, their families, and community members in innovative environmental education activities. It reaches students year-round, working with them in the classroom and schoolyard, at local creeks and wetlands, and at the ocean. The program provides opportunities for students to improve academic achievement by engaging them in hands-on, place-based activities which protect and enhance their local environment. Through the program's restoration projects, students and their family and community members take an active role in conserving some of the Bay Area's most critical natural resources.

Golden Gate Audubon has used the funds from the first grant to support the program at two West Contra Costa County elementary schools. Importantly, with support from the first grant, GGA was able to build some key partnerships within the Mitigation Fund area--most notably at Verde Elementary. This round of funding will help build GGA's programming at Verde, including in-class presentations, student field trips to Wildcat Creek Marsh and Landfill Loop, and weekend family trips to Wildcat Creek Marsh and Landfill Loop.

Every year, Bay Area residents contribute more oil to coastal waters than do oil tankers. Golden Gate Audubon's Eco-Richmond Environmental Education Program educates and empowers students to prevent trash and pollution from entering our waterways, and trains our next generation of environmental leaders.

Sincerely,

Restoration Design Group, LLC

2612b Eighth Street Berkeley, CA 94710

0 Rich Walkling

T 510.644.2798 F 510.644.2799

Whitney Dotson 4109 Jenkins Way Richmond, CA 94806

June 9, 2011

To Whom it May Concern:

I am writing to you in support of Golden Gate Audubon's proposal to the North Richmond Mitigation Fee Fund. Golden Gate Audubon is requesting your support to expand their environmental education program into North Richmond.

Golden Gate Audubon is an important partner in the North Richmond Shoreline Academy, a community-based effort to create a conservation plan for the North Richmond Shoreline and to provide environmental education to members of the North Richmond community. For the past three years, Golden Gate Audubon staff, board members and volunteers have worked with other organizations and individuals in our community to organize birding trips, watershed clean-up activities, and other educational projects that help build community knowledge about local birds, plants and natural resources. The North Richmond Shoreline also provides habitat for an abundance of birds and is extremely important to conserving these populations. Golden Gate Audubon is also organizing North Richmond residents to do a bird survey of the shoreline, which will help to shape our conservation plan for this area.

We are very supportive of Golden Gate Audubon's desire to expand their environmental education program to include North Richmond. The community is very much in need of a variety of environmental education opportunities, and the Audubon Society's proposed program is a way to begin to address some of these needs. I also believe that Golden Gate Audubon has a strong plan to coordinate closely with the community (including meetings with community members, teachers, parents, and other environmental education organizations) as they prepare to expand their excellent program in North Richmond. This coordination is very important, and it will help maximize benefits to the community and ensure that any new environmental education program meets community needs.

I am happy to lend my support to this proposal.

Sincerely,

Whitney Dotson, North Richmond

Internal Revenue Service

Department of the Treasury

P. O. Box 2508 Cincinnati, OH 45201

Date: June 11, 2003

Golden Gate Audubon Society, Inc. 2530 San Pablo Avenue, Suite G Berkeley, CA 94702-2000

Person to Contact:

Jeremy L. Vogelpohl 31-03888 Customer Service Representative

Toll Free Telephone Number:

8:00 a.m. to 6:30 p.m. EST 877-829-5500

Fax Number: 513-263-3756

Federal Identification Number:

94-6086896

Accounting Period Ends:

June 30

Dear Sir or Madam:

This is in response to your request of May 1, 2003 regarding your organization's tax exempt status.

In September 1952 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

We classified your organization as a publicly supported organization, and not a private foundation, because it is described in section 509(a)(2) of the Code. This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's purposes, character, method of operations, or sources of support have changed, please let us know so we can consider the effect of the change on the organization's exempt status and foundation status.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

As of January 1, 1984, your organization is liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more the organization pays to each of its employees during a calendar year. There is no liability for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes. If you have any questions about excise, employment, or other federal taxes, please let us know.

Golden Gate Audubon Society, Inc. 94-6086896

Donors may deduct contributions to your organization as provided in section 170 of the Code.

Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on Form 990-T, *Exempt Organization Business Income Tax Return*. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. If your organization had a copy of its application for recognition of exemption on July 15, 1987, it is also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the permanent records of the organization.

If you have questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

John E. Ricketts, Director, TE/GE Customer Account Services

2010-2011 NORTH RICHMOND MITIGATION FEE

FUNDING REQUEST APPLICATION

SECTION I – ORGANIZATION INFORMATION

Applicant Contact Information:

Name of Organization: Healing Circles of Hope (DBA) MASK

Organization Address: 6208 Cypress Avenue # 4, El Cerrito, and CA. 94530

Executive Director Name: Charlene Harris

Project Manager Name (name of person applying for the grant for a specific project):

Charlene Harris

North Richmond Garden of Angels- Community Healing Garden Project

Phone Number: 510. 938.3506, Fax Number: 510.237. 5352

Email Address: harris@maskofrichmond.org Web-mal: harris@maskofrichmond.org Website: www maskofrichmond.org

Note: If applicable, please provide updates in writing on any changes to staff identified in application.

Background Information:

a. Provide a description of your organization's mission statement.

The mission of the healing circles is turning fear into power and purpose.

b. State the length of time your organization has been in operation. Eight years.

c. List the services that your organization provides to the North Richmond neighborhood.

2003 **Project Turn Around**

Youth outreach services- Outreach efforts assisted by Opportunity West, to help street corner youth, considered habitual truant s were encouraged to register back into school and to turn their lives around. The Director outreached to youth from South Richmond, Parchester Village and Rodeo, California. The director also personally mentored street youth and would bring them into her home and take out of their own neighborhood with their parents.

2004-05, 2009- 10: MASK HEALS- Expanding Services

Grassroots project implemented to the community of Richmond and surrounding area to help expand programs for victims/survivors of violent crimes. Home visits, VOC form assistance and implemented throughout the North Richmond area through the distribution of the MASK Heals newsletters.

2008-2010

Healing Circles of Hope Training/Facilitators

A Facilitators training provided by MASK, Community Advocate for the Mayors office Marilyn Langlois and Frontline Richmond, Jeanelyse Adams, Stephanie Mann and Ansar Muhammad Training were offered for to empowered survivors of crimes an others to facilitate support groups, Throughout Richmond and San-Pablo, California. . Contra Costa Regional Foundation funded the project

2009-2010

Project Aftercare: - Assistance for Homicide Victims

Implemented in 2009 to deliver Aftercare services to families impacted by violence. Healthy food items were delivered to individuals that included Turkey sandwiches, fruit trays, low sodium juices, assorted teas, first aid kits and healthy eating, and other Educational physical fitness, prevention guides, literature and materials provided by Kaiser Programs. The Office of Neighborhood Safety funded the project.

2010 North Richmond 1st Annual Survivors of Crimes Brunch

Implemented in 2010 in North Richmond at the Shields Reid Community Center. Residents and survivors of violent crimes were invited to Brunch to hear testimonies By empowered survivors of crimes. Educational materials were given out along with Resources and linkages to state and national Victims of Crimes services. The Sewing & Quilters Collaborative of San Francisco, California made "Bags of Healing" and "Scarves of Love". Twenty youth were provided Backpacks, Toddlers and small children were provided Car and Booster seats. Mayor Gayle Mc Laughlin, the Office of Neighborhood Safety, Richmond Police Community Services Department and a host of other non-profit organizations.

SECTION II – PROJECT OVERVIEW

a. Describe the project your organization is proposing to implement with mitigation funds (include list of activities, proposed location(s) for programs, community involvement, etc.). State if this is a new project or a continuing one.

The Healing Circles of Hope, ((DBA) MASK has partnered with the following; Women's Day Center, Social Progress Inc, North Richmond Senior Center, Family Service Center, and the North Richmond Neighborhood Council,

CURME" has agreed to come onboard with The Healing Circles of Hope and collaborate as partners and teach workshops to youth and implement Urban Agriculture Trainings to help ensure the success and expanding The Garden of Angels- Community Healing Garden Project, into a Urban Agriculture one. The partnership would include sharing space at 699 Chestley Avenue a tentative site location.

This is a project named by lifetime resident the late Dorothy Lighter, who breathed life into the vision. The tentative locations for this project would be idea within Shields Reid Park Another site identified is at 699 Chestley Avenue and Seventh Street. An old warehouse with plenty of open space for the healing garden and one for community vegetation garden to grow, fruits vegetables, along with an assortment of other fresh produce. This is a new project with a new name. Another similar project was implemented in 2005 in Southside, Richmond, California.

b. Identify the issue or need your project seeks to address. Describe how your proposed project is anticipated to address anti-littering, environmental stewardship, blight reduction, beautification and/or other improvements that contribute to the quality of life in the specified Mitigation Funding Area.

Many residents and families of North Richmond have been left without natural resources, and linkages to mainstream activities, lacking services that the Healing Circles of Hope and its Partners can bring by integrating services will help strengthen families and provide hope for youth and young adults. Many suffer unresolved issues of fear, pain, and trauma, leaving them without hope.

The trauma of losing a love one never goes away. One of the general commonalties amongst survivors of violence is the experience faced afterwards during the onsets of birthdays, death universities and holiday seasons. Holiday are extremely difficult and once per year that offers hope and healing through a Special event called the Evening of Remembrance- Holiday Party. The party attract over two- three hundred survivors of crimes and their children. The Healing Circles of Hope has a variety of projects, activities as has plans to implement and expand our programs to the North Richmond area and become more visible.

The Healing Circles of Hope and its partners would like to collaborate services to the families through a series of activities, events and hands on artistic abilities of the community at large to offer alternatives and solutions to the after effects of violence and crime. The Healing Circles of Hope (DBA) MASK and partners have plans to actively implement an array of activities, projects and special events to meet the needs of the community of North Richmond at large.

Our faith-based partners

- Bishop Edwina Santiago,
- Rev. George Brown/Totally led Ministries
- Rev. Davis/North Richmond Missionary Baptist Church

Community Partners

- Iyaolade Kinney/Director of CURME
- Annie King/Family Service Center
- Bishop Edwina Santiago/Women's Day Center
- Junie Tate/ HIV/AIDS Programs
- Eleanor Thompson/Social Progress Inc.
- North Richmond Neighborhood Council

The general main purpose of this partnership to invite and engage the residents and Survivor of crimes and community members to engage in the 2nd Annual Survivors of Crimes Brunch and engage community members in planning meetings for duration of three months, to offer innovative healing

c. Describe the goals and objectives of the proposed project.

The goal is to established solutions through outreach efforts of community outreach teams to encourage participation of age appropriate assessment surveys and or assessments that results in appropriate finding, assistances and acknowledged by current stakeholders, city and county entities to be treated as other communities within Contra Costa County and no longer be part of a invisible, unserved, underserved population of victim/survivors directly impacted and left to faced unresolved issues of pain, fear and trauma to include the unsolved murders of dear love ones.

The Mythology, Turf setting and neighborhood tensions has grown immensely thought the Years the fact the myth is reality in the mindsets of most living in the community of North Richmond. Research based professionals or para professionals have little to any known re findings or Advanced Protocols pertaining to Victmes/Surviors of Homicides within the National data banks or other entities. North Richmond has been considered a hard to reach population.

The objective is to create a sense of belonging, through efforts of revitalizing the community spirit of peace through education, information, activities, and special events to send a message that resident will no longer are alone. Through the combine efforts of co labored partners to integrate needed resourceful services to benefit all age and ethic groups within the community of North Richmond, California.

d. Describe the steps you will follow to accomplish your objectives (plan of action, staff/volunteer roles and responsibilities, etc.).

Lead agency and Director/Charlene Harris, of the Healing Circles of Hope has plans to bring to life the ongoing vision of The Garden of Angels- Community Healing Project. That arranged a meeting with six different agencies and announced the project at the North Richmond Neighborhood Council meeting that will invite and engage community residents to once per month dinners that creates dialogue that will invite residents and survivors to be part of the planning and decision making teams and formed committees.

e. How, if at all, does your organization propose to sustain this program after mitigation funding is expended?

The organization has plans to continue by seeking additional funds from other funding partners and sources. One through a CAL EMA grants. .

Project Schedule

Provide a timeline for project implementation, including start and completion dates.

The timeline date for the onset and duration of project has been tentatively set for around or about July 15, 201 or August 15,th to end on December 15, 2011.

This project will proceed with implementing a (3) Community Dinners or Brunch, on the topic will engage residents in the topic of developing the final steps to gather community input and helping to shape the framework leading to the finalization of the Garden of Angels project. Residents will be invited and strongly encouraged to join in this community restoration process to create dialogue, inputs and aid in general plans, implementation and finalization of the project.

f. Community Dinner # 1 General Introduction and overview of the Community Garden Project. # 2 Give Presentations on the Results and Findings of the Community Assessments data. # 3 Give Presentations and Individual Testimonies of the projects success by youth.

Project Outcomes, Evaluation and Accountability

g. Describe how your organization will measure and evaluate your success in meeting your identified goals and objectives.

Pre Assessment questionnaires will be. be provided at the onset of the project. Towards the end post assessment documents will be compared and the evaluation data will b provided through Power Point Pie Charts and results will be announced at the dedication ceremony along with individual testimonies of the youth and families achievements through individual testimonies.

General overview of will present documentation of the vision and request their feed back and input through pre assessment questionnaires The documents will be entered in data base to be compared and analyzed through a Power Pont Pie Chart, Findings.

Organizational Capacity

h. List the staff members responsible for the implementation of project-related tasks; include their qualifications and any prior relevant experience (resumes may be attached).

Charlene Harris, founder& Director of MASK a Richmond based Community Organization since 2003 and received its formation in 2004, The group has currently transitioned to be called the Healing Circles of Hope (DBA) MASK. The change was carefully planned and as of June 1, 2011 all legal requirement were completed. The director was referred by Mayor Gayle Mc Laughlin and received a Women's History Celebration Award at Contra Costa College on March 15, 2008 for Outstanding Community Peace Advocate. The director received an honorary award the same year from Congressman George Miller's offices.

The director has over eight years experience as an Outreach Specialist. Community Organizer, Implements a variety of projects, events and activities to families who have been underserved, unserved and invisible victims/survivors, directly impacted by acts of violence within Contra Costa County and has served numerous families through supportive services, advocacy, information, referral and education and linkages to other state and national victim of crimes services.

Ida Washington: Retiree from Municipal Public Service, Legal Secretary/City Attorney office in Oakland, California. Currently a volunteer for Contra Costa County –In Home Supportive Services, Health Care Services for Elderly and the Disabled in Contra Costa County and Alameda County. Ms. Washington has been a volunteer for MASK for the past three years and has lend her expertise to help assists with Legal documents, and has helped assist with other timeline constraints, research, trainings, and assisted with business and administrative matters of the group.

Ansar Muhammad, a young man who is currently a Journeyman who wants to give back to the community he grew up in. Currently a mentor and director of a home base school where science, math and other required subjects are taught to children and youth five days per week. Ansar Muhammad will be Lead Trainer of the Carpentry/Safety Constructional Trades and Educational Workshops. Introductions, 1-7 for a period of 40 hours.

i. Describe the organization's financial management system used to maintain control over current operations and to ensure budgets are monitored and complied with?

Charlene Harris, Director of The Healing Circles of Hope (DBA) MASK along with the Treasurer and Bookkeeper, has the capacity and experience to oversee, manage and distribute small grants in accordance with disbursement polices and will do so in a timely manner.

Over the past eight years, our team has disbursed grant funds, submitted final reports and has been compliant with payment policies and procedures to caterers, contractors, partners, youth, coordinators, outreach teams and other vendors. MASK has received compliance letters from its funders to support this accomplishment. For greater awarded funds, the group has established a MOU with Greater Interfaith Richmond Program (GRIP) who will assume Fiduciary Responsibly when needed to support the furtherance of the group.

- j. Provide one (1) letter of recommendation or letter of support from community members or other organizations and one (1) letter from a past funder regarding your organization and/or project.
 - Letter of Support, Richmond Police Department Couldn't locate
 - Letter of Compliance, National Parents of Murdered Children Couldn'locate

Other

k. Provide any additional information that your organization believes will assist the Committee in considering the merits of your proposal.

Healing Circles of Hope, (DBA) MASK a Richmond community based organization that received its non- profit status in February 2004. Our funding colleagues have been the following;

- National Office of Victims of Crimes/Department of Justice Programs
- National Parents of Murdered Children
- Chevron Products Community Benefits Program
- Kaiser Permanente Community Benefits Program
- **East Bay Community Foundation** •
- **Koshland Foundation**
- Lesher Foundation •
- City of Richmond Office of Neighborhood Safety
- San Francisco Foundation
- Employment and Training- Children and Family Services
- California Peace Offices Association/ Sponsors round trip Bus outings for MASK to outreach and bring victims/survivors of crimes to the State Capitols Victims March for the past six years.

All above mentioned entities that provided funds. MASK policies and procedures and reporting requirements were fulfilled. All monetary disbursements were paid for youth stipends, caterers, sound system providers, performers, materials and supplies were purchased along with other necessary invoices were paid in a timely manner.

GRIP and MASK has a MOU agreement whereas. The Greater Richmond Interfaith Program (GRIP) will assume Fiduciary Responsibility for the Healing Circles of Hope group.

National Offices of Victims of Crimes (NOVC) who sponsored the group to outreach and expand its services to known (victims) at that time through outreach effort to expand its program and reach more survivors of violent crimes and educate community about state and national Victims of Crimes services. through a newsletter entitled "MASK HEALS" from 2004-05. During this sponsorship mothers of the community who has recently lost love ones were outreached to distribute the newsletters, within neighborhood they lived in..

National Parents of Murdered Children sponsored a grant 2008- 09 through the "Hope Grant, Grassroots Project, where MASK the information is currently announced on all National Victims of Crimes websites, This grant help the group expand its program by purchasing needed computers, cell phones, office supplies, toner and other needed items to assist with producing brochures, newsletters and business cards. The group received a letter of compliance from the national organization..

As a result of this grant, The Healing Circles of Hope will accomplish the following/:

- o Recruit, orient and engage families to support this effort
- Develop assessments and surveys
- o Partner with co laborers in developing a planning and evaluation process
- o Be more effective in building stronger integrated services.
- Identify new partners and work together to develop a strategy for successful outcomes.

SECTION III – BUDGET INFORMATION

Financial Viability

Total Amount of Grant Requested: \$40,000

Complete Table 1 with your organization's budget for the proposed project. Items that can be included in the budget should fall under the following expense categories: staff costs, equipment, supplies/materials and project-related administration/overhead. Please itemize total proposed funding requested for each expense category and provide as much detail as possible, including the number of units (e.g. staff hours, equipment quantities, etc.) and per unit costs (e.g. hourly rates for staff or stipends, price of equipment, etc.). Add additional rows or use additional pages if needed. Please note stipends included in prior Community-Based Projects proposals selected for funding were all required to pay at least \$10/hour.

Table 1

Item	Cost	Funding Request
Staff Time & Stipends		
Stipends for 10 youth	\$10/per youth x 40 hours/youth	\$4,000
Stipends for 15 youth	\$10 per youth x (15) 40 hrs.	\$6,000
Carpentry/ Safety Training	20 hrs Carpentry Safety Trainer	
Hands on learning Training	20 hrs hands on Training.	
	Secure. Youth & Distribute	
	flyers and facilitate trainings	\$2,000
Youth Outreach Worker	One educational & one fun day	
Educational & Fun	as incentive to all participants.	
Incentives	\$780 per outing x 2=	\$1,580
Equipment		
Power Saw + Power Drill	Cost of Equipment 200x 2+ tax	\$430
Carpenter Starter Kits/Yout	15 to prepare for Safety Train.	\$200
Safety Goggles	15 x @ \$5.00 =75.00	\$85.00
Earplugs for Youth	15 needed @ \$ 25.00 per box	\$30.00
Pouch for Hand tools	15 needed @ \$5.00 x 15	\$85.00
Box of Safety Gloves	15 needed @ \$5.00 x 15	\$ 85.00
Pencils, Rulers, Nails etc	15 needed @ \$50.00	\$ 56.00
Supplies/Materials		
Wood for Benches	Needed to build benches	\$200
Plywood for Parishioner	Needed to build Parishioner	\$150
Angels Fountain	Garden item	\$400
Dedication Plaque	Garden Item	\$500
Plants, Trees,	Provide in garden	\$300
Paint, Brushes, Paint Trays	Needed to paint art work	\$200
Weather resistant Protective	Life Protector Glaze/Artworks	\$200
Administration/Overhead		
Project Director	Admin. Stipend 5mts \$1200 x 5 mts.	\$6,000
Project Assistant/Part time	Project Assist. Stipend \$960 x 5 mts/	\$4,800

Carpenter Safety Trainer	Workshop stipend\$50@ 40 hrs.	\$2,000
Sketch Artist	Stipend for Sketch work	\$1,000
Dedication Ceremony	Healthy foods, beverages, fruits	\$2,000
Space Rental + Insurance 5 mt	City Staff, Rent, Insurance etc.	\$1,000
Event Décor & other items:	Needed for Ceremony	\$1,000
Angel Balloon Release	Needed for Ceremony Release	\$300.00
Volunteer Transportation Cost	Stipend to Transport items	\$300.00
T-Shirts for Youth & Org.,	For transport of needed items	\$300.00
Performances, Speakers	Payment for T-shirts	\$1,000
Honorary Stipends	Stipend for Performances	\$600.00
Sound Systems	Amplified Sound for Ceremony	\$300.00
TOTAL		\$40,000

Total Project Budget \$40,000

If the requested amount does not fully cover the cost of the proposed project, then please complete the following table to show all funds anticipated to be received by your organization for this proposed project.

Table 2

Total Budget	Funding Amount	% of Project Budget
	Requested	
<i>\$100,000</i>	\$25,000	25%
\$ 50,000	\$40,000	

In Table 3, include other grants, federal/state funds, individual and corporate donations, volunteer and in-kind services, etc. which will provide the necessary funding to cover the full cost of your proposed project. For example, if Table 2 states that your organization is requesting 25% of the project budget from the Mitigation Fees then Table 3 should provide information about the remaining 75% of funds. When completing the table, indicate the status of the funding sources as follows: P = Proposed; S = Application Submitted; and S = Approved. Add additional rows or use additional pages if needed.

Table 3

Potential Funding Sources	Status	Amount (\$)	Date Funds are Available
Total			

- o Recruit, orient and engage families to support this effort
- o Develop assessments and surveys
- o Partner with co laborers in developing a planning and evaluation process
- o Be more effective in building stronger integrated services.
- Identify new partners and work together to develop a strategy for successful outcomes.

D:\Illegal Dumping\BMPC Mitigation Fee Committee\2010-2011 Exp Plan\New Proposals\2010-2011 NRMF Proposal Guidelines_May 19 2011.doc



In reply refer to 755:G :GRW

October 12, 2010

MOTHERS AGAINST SENSELESS KILLINGS (M A S K) INC CHARLENE HARRIS 6208 CYPRESS AVE APT 4 EL CERRITO CA 94530-2145

Purpose

CHARITABLE

Code Section

23701d

:

.

Form of Organization

Corporation

Accounting Period Ending:

January 31

Organization Number

2578511

EXEMPT DETERMINATION LETTER

This letter confirms your previous exemption from state franchise and income tax under Section 2370ld, Revenue and Taxation Code. In confirming your exempt status, we have made no examination of your current activities. If the organization has changed its operation, character, or purpose since exemption was originally granted, that change must be reported immediately to this office.

The tax-exempt status is effective as of 02/26/2004.

To retain exempt status, organizations are required to be organized and operating for nonprofit purposes within the provisions of the above section. An inactive organization is not entitled to exemption.

For filing requirements get, FTB Pub. 1068, Exempt Organizations - Filing Requirements and Filing Fees. Go to ftb.ca.gov and search for 1068.

Note: This exemption is for state franchise or income tax purposes only.

G WALKER
EXEMPT ORGANIZATIONS
BUSINESS ENTITIES SECTION
TELEPHONE (916) 845-4171
FAX NUMBER (916) 845-9501

RTF:

DEPARTMENT OF THE TREASURY
INTERNAL REVENUE SERVICE
CINCINNATI OH 45999-0023

DATE OF THIS NOTICE: 12-15-2003 NUMBER OF THIS NOTICE: CP 575 F EMPLOYER IDENTIFICATION NUMBER: FORM: SS-4 NOBOD

36-4544875 0000001603

FOR ASSISTANCE CALL US AT: 1-800-829-0115

OR WRITE TO THE ADDRESS SHOWN AT THE TOP LEFT.

IF YOU WRITE, ATTACH THE STUB OF THIS NOTICE.

MOTHERS AGAINST SENSELESS KILLINGS % CHARLENE HARRIS 6208 CYPRESS AVE APT 4 EL CERRITO CA 94530

WE ASSIGNED YOU AN ENFLOYER THENTITICATION NUMBER (EIK) .

Thank you for your Form SS-4, Application for Employer Identification Number (EIN). We assigned you EIN 36-4544875. This EIN will identify your business account, tax returns, and documents even if you have no employees. Please keep this notice in your permanent records.

Use your complete name and EIN shown above on all federal tax forms, payments and related correspondence. If you use any variation of your name or EIN, it may cause a delay in processing and may result in incorrect information in your account. It also could cause you to be assigned more than one EIN.

Please use the label IRS provided when filing tax documents. If that isn't possible, use your EIN and complete name and address shown below to identify your account and to avoid delays in processing.

MOTHERS AGAINST SENSELESS KILLINGS % CHARLENE HARRIS MASK 6208 CYPRESS AVE APT 4 EL CERRITO CA 94530

If this information isn't correct, please correct it using page 2 of this notice. Return it to the address shown so we can correct your account.

If you want to apply to receive a ruling or a determination letter recognizing your organization as tax exempt, and have not already done so, you should file Form 1023/1024, Application for Recognition of Exemption, with the IRS Ohio Key District Office. Publication 557, Tax Exempt Status for Your Organization, is available at most IRS offices and has details on how you can apply .

Charlene Harris

Cypress Avenue El Cerrito, CA. 93530

Home: 510. 237. 5352 - Cell: 510. 938. 3506

khadeyah1@sbcglobal.net

Objective

To continue introducing innovative, works and workable plans to help established peaceful resolves within neighborhoods and communities at large. Increase viable resources through education, advocacy, and trainings Revitalizing the spirit of hope in community to produce sustainable quality of life and productive lifestyles.

Summary of Qualifications

- ❖ Founder Mothers Against Senseless Killings (MASK) INC. A Richmond community based organization since 2003 that organized in February 2004.
- Founder of the following events, activities and programs: The Healing Circles of Hope Support Group, A Walk for Peace & Healing, The Healing Garden, Project Earn & Learn, Annual Evening of Remembrance, Holiday Parties, Introduction to Victimology Part 1.

HIV/AIDS, Community Partners and Youth Initiative, Health, Fitness, Fun & Activity Day, Community Candlelight Annual Vigils, Project Aftercare for Homicide Families, and current It Takes a Village Life Skills Training Workshops and Project Earn & Learn. Founder The Healing Circles of Hope (DBA) MASK.

Experience

Eight years experience as Grassroots Community Peace Advocate, organizer Outreach Specialist, Coordinator, Trainer and Administrative Skills, Office Procedures. Support group Facilitator, Trainer of World Wall of Peace programs Managed numerous grants, collected data, wrote reports, developed, program Curriculum for programs, and brochures. Develops Assessment sheets and Surveys. Lead Focus group facilitator for Dr. Bart Rubin Ph. D offices with survivors/victims of violent crimes in 2009.

Employment

- Federal Archive & Records Center Employee
- State Franchise Tax Board, Employee
- US Department of Postal Service Employee
- Volunteered at various schools as Library helper last school Adams Middle School.

Specialized Skills Summary

1994-Rape Hotline Crisis Counselor, Broadside Hospital, San Pablo, California 1995-Early Childhood Education Contra Costa Community College 2000- Sacramento County of Education, Workforce Development Department, Regional Occupational Program: **Computer & Business Technologies**

Established and implemented a Survivors Support groups in Richmond in 2005 and held at the Nevin Community Center and Booker T. Washington Jr. Community Center. Developed fifteen projects for Survivors of Crimes. Performed Community Outreach Services throughout West County 2003- 2011. Currently funded for It Takes Village Life skills Training Workshops, by Office of Neighborhood Safety (ONS).

Awards

- ❖ Women's History Month, Outstanding Community Peace Advocate, presented by Mayor Gayle Mc Laughlin office 2008 at Contra Costa College.
- Certificate of Special Congressional Recognition. Congressman George Millers Offices, 2008
- Vision and Leadership/West Contra College School District, Superintendent, of Schools, Dr. Bruce Harter and Michelle Phifer.
- ❖ Martin Luther King Jr. Leadership Award Richmond /City Council 2008
- ❖ Bay Area Association of Black Social Workers 2006
- Excellence in Leadership/ San Francisco, California Chapters Brady Campaign 2009
- National Victims of Crimes Week///Pleasant Hill, 2006

All references materials available upon request

1DA MILES 2716 Center Avenue Richmond, California 94804

Home: (510) 233.4051 – Cell: (510) 4075969

mayparker@sbcglobal.net

Objective

Mrs. Miles is a candidate for re-entry into the workforce to start offering organizational skills, experience and expertise and excellent communication skills. She has volunteered personal expertise for the past few years and assisted in general functions of The Healing-Circles of Hope (DBA) MASK including ongoing trainings to include those currently being sponsored by Kaiser Permanente Northern Regional Community Benefits Programs through National Community Development Institute/Consultant/Omowale Sutterwhite Ph. D. primary is to lend a strong presence for staff structure,

Summary of Qualifications

Twenty-year employee of The Law Office of Attorney Lemuel D Washington. Four-year Civil/Criminal and Legal Assistant Internship training. After Internship, became Office Manager and Notary Public. Receives Ethic Trainings once every two-year and is a Sub-Committee member of the IHSS – Rapid Response. Health Safety and Education-Committee. Mrs. Miles is Vice President of the Advisory Committee of the Public Authority's In Home Supportive Services (IHSS) A volunteer committee since 2006 and appointed by Contra Costa County's Supervisor John Gioia to represent District 1.

Educational/Trainings

- City of Richmond Grants Research Training
- High School: Independence Kansas
- University of California: SF Extension: Paralegal Studies Completion
- Notary Public
- Office Manager

Awards/Honors

Mrs. Miles was the Facilitator and Recipient of the Provider Praise Program, which attracted many providers, city and county officials throughout Contra Costa County.

Community Volunteerism & Other Interests

Mrs. Miles is President o the Ladies Auxiliary to Veterans of Foreign Wars, 761st Tank Battalion -Post # 8399 since 1995, Spearheads the annual Community Thanksgiving Giving Dinners and December Toy Giving Programs and Assists with the Black History Program and liaison with schools, for the Americanism program organizing repasts for families who have lost a family member.

Ansar E. Muhammad

252 4th St. Richmond, CA 94801 Phone: (510) 776-6066

Objective:

I am experienced in working with young black men in the inner city in the capacity of a mentor. I usually show them how to navigate some of the pitfalls that so many of us seem to fall victim to such as employment issues, relationship issues, incarceration and re-entry etc... I have approximately 10 years experience in this area. I also have tangible trade skills to share I am a journeyman carpenter experienced in rough carpentry, framing and drywall. I am also certified in welding. I would like to offer my skills and experiences to help this program.

Experience:

Job Title: Carpenter

Employer: Construction Specialties- Sacramento, CA Dates, 10/08 to 11/09 Duties: interior and exterior framing walls soffits ceilings, hanging drywall.

Job Title: Carpenter

Employer: Paquette Drywall-Hayward, CA. Dates; 03/08 to 10/08

Duties: Interior framing, shaft walls, shear walls etc, welding box headers and

king studs. As well as hanging drywall.

Job Title: Carpenter

Employer: Bayside Interiors- Fremont, CA Dates; 06/05 to 02/08

Duties: Assisting foreman in all phases of job from start to finish, layout, material

takeoff, blueprint reading, welding, all facets of framing and hanging.

Job Title: Carpenter

Employer: Western Addition Drywall-San Francisco, Ca. Dates; 11/04 to 06/05 Duties: All facets of residential framing interior and exterior as well as drywall

hanging.

Job Title: Carpenter

Employer: Bayside Interiors- Fremont, Ca. Dates; 07/03 to 11/04 Duties: Framing of walls, ceiling systems, soffits, and drywall hanging

Job Title: Warehouse assistant

Employer: G.I. Trucking-Hayward, Ca. Dates; 12/01 to 05/03

Duties: Loading and offloading trucks, palletizing merchandise, scanning,

operating forklift and pallet jack.

Job Title: Warehouse laborer

Employer: Big Dog Trucking-Oakland, Ca. Dates; 03/99 to 12/01

Duties: Loading and offloading trucks, palletizing merchandise, sorting packages,

Operating pallet jack and forklift.

Construction Training Course

This course is scheduled for six two hour sessions; each session is to be held once weekly. The objective of this course is to familiarize the participants in the basic fundamentals of the construction trade. By the end of the course they will have knowledge of the trade as well as the union and the proper steps to go about joining and obtaining a career in that field.

Outline

Week One: This is our introductory course, during this session the participants will get an outline of the full course, learn what the trade unions are as well as learn some of the benefits and drawbacks of being in the construction trade. The remainder of this session will focus on some of the dangers that present themselves on any construction site and how to avoid them.

Week Two: This session will focus on safety as well namely PPE (personal protective equipment); the different types what they are used for and the proper and improper usage of them. The participants will have hands on experience with various types of PPE during this session.

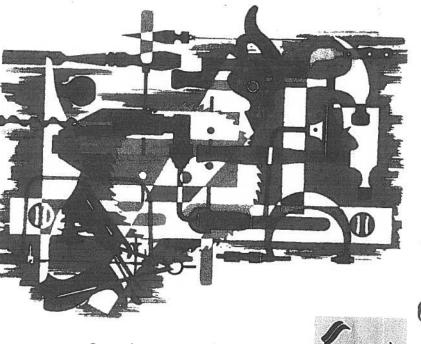
Week Three: The focus of this session will be education on the various building trades and the unions that represent them. The participants will receive literature from various trades, and there will be representatives from those trades giving presentations and answering questions.

Week Four: During this session the class will participate in a class building project that will get them familiar with various tools of the trade and how to utilize them. The emphasis for this week will not be limited to the proper use of tools but also how to work together as a team to get an ultimate goal accomplished, and the value that lies in that.

Week Five: This week the participants will be taken to an actual construction site to observe how the operation is ran and how various trades have different responsibilities, also viewing the importance of job safety in real time.

Week Six: During this session the participants will be presented with a comprehensive list of local trade unions as well as employers. Everyone will receive a certificate of completion showing that they have a basic knowledge and comprehension of the building trades. Each participant will be assigned someone whom they can follow up with if they may have any questions or need any assistance after graduation.

United Brotherhood of Carpenters & Doiners of America



I ourgeaman's Certificate

This is to Certify that:

Ansar E. Muhammad

of Local Union 9068 of Oakland, CA

awarded this Journeyman's Certificate. has completed the term of Apprenticeship and is

Swareful Presiden

Amited States Department of Labor.

Certificate of Completion of Apprenticeship Office of Apprenticeship

This is to certify that

ANSAR MUHAMMAD

has completed an apprenticeship for the occupation

DRYWALL/LATHER

under the sponsorship of

46 NORTHERN CALIFORNIA COUNTIES DRYWALL/LATHING JATC

in accordance with the basic standards of apprenticeship

established by the Secretary of Babor





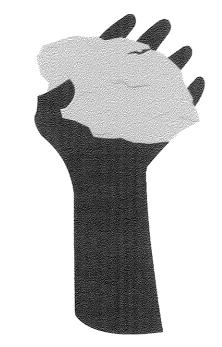


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ate Completed

NORTH RICHMOND MITIGATION FEE FUNDING REQUEST PROPOSAL

June 1, 2011 (revised)



REACH:
FELLOWSHIP INTERNATIONAL

REV. DR. EDWINA PEREZ-SANTIAGO, CEO/Founder

NORTH RICHMOND WOMEN'S CAMPUS DAY CENTER

1662 Third Street Rich (510) 260-0532 - office (

Richmond, CA 94801 (510) 891-1976 - fax

REACH FELLOWSHIP INTERNATIONAL

NORTH RICHMOND ENVIRONMENTAL IMPACT PROJECT

North Richmond Women's Campus Day Center 1662 Third Street Richmond, CA 94801 (510) 260-0532

June 1, 2011

To: COMMITTEE MEMBERS OF THE NORTH RICHMOND WASTE AND RECOVERY FEE MITIGATION JOINT EXPENDITURE PLANNING COMMITTEE

Dear Committee Members:

On behalf of Reach Fellowship International, please allow me to convey my sincere appreciation and gratitude for allowing us to submit the attached proposal for funding consideration. We feel privileged to develop such a significant project that we believe will benefit the community of North Richmond.

This submission is our <u>revised application</u> based on the ruling of the March 28, 2011 committee meeting. After further review for funding consideration, I will be happy to address any questions or concerns you may have regarding our submission. I can be reached at (510) 260-0532 or (510) 891-1975.

Sincerely,

Rev. Dr. Edwina Perez-Santiago

CEO/Founder, Reach Fellowship International

EPS:vb

2010-2011 NORTH RICHMOND MITIGATION FEE

FUNDING REQUEST APPLICATION

SECTION I – ORGANIZATION INFORMATION

Applicant Contact Information:

Name of Organization: REACH FELLOWSHIP INTERNATIONAL

Organization Address: 1662 Third Street, Richmond, CA 94801

Executive Director Name: REV. DR. EDWINA PEREZ-SANTIAGO

Project Manager Name (name of person applying for the grant for a specific project):

REV. BELINDA D. THOMAS

Title: CHIEF FINANCIAL OFFICER

Phone Number: (510) 891-1975 (corp. office) Fax Number: (510) 891-1976

Email Address: Santiago.e@reachfi.org

Note: If applicable, please provide updates in writing on any changes to staff identified in application.

Background Information:

- a. Provide a description of your organization's mission statement.

 Reach Fellowship International's mission is to transform lives of residents in our distressed communities by assisting with job training, employment, medical education/support to those in need regardless of race, age, gender and socioeconomic background, In addition, Reach Fellowship provides a greater focus on rendering supportive assistance to homeless and/or impoverished women by empowering them to be healthy and to become self-sufficient.
- b. State the length of time your organization has been in operation. REACH FELLOWSHIP has been in existence since 2007.
- c. List the services that your organization provides to the North Richmond neighborhood. The North Richmond Women's Campus Day Center located at 1662 Third Street (corner of 3rd & Silver), Richmond, provides opportunities for supportive, educational and case management sessions for women; job opportunities for women and men; community outreach which includes limited food distribution and healthy meals; harm reduction services (drug and alcohol education and awareness); STD (condom distribution and education), HIV/AIDS prevention/awareness; veteran's support services; day care referral for children; on-site landscaping training. Also, housing referrals have recently been added.

SECTION II – PROJECT OVERVIEW

Project Description and Concept

a. Describe the project your organization is proposing to implement with mitigation funds (include list of activities, proposed location(s) for programs, community involvement, etc.). State if this is a new project or a continuing one. REACH FELLOWSHIP INTERNATIONAL NORTH RICHMOND ENVIRONMENTAL IMPACT PROJECT is geared toward primarily women being educated and made aware of the importance of developing and living a green and environmentally sound community and lifestyle. To that extent, activities will include women and their minor dependent children learning how to take responsibility as well as learning how to live in a healthy green community. Reach Fellowship will conduct a door-to-door grassroot campaign to inform the community about services it will offer toward accomplishing this project's description. Reach Fellowship will partner with local, county and state agencies that provide green and environmental services. Basic hands on training

with the use of technology and written materials will assist in the educational awareness, i.e, how littering impacts neighborhoods and lives, how personal choices affect the environment, etc. The list of activities also includes tobacco awareness sessions, proper disposal of drug paraphernalia (needles, medication, etc.), nutrition sessions, women specific hygiene issues, etc. A "Clean-Up Your Block Campaign" will be implemented to teach the importance of a healthy community. This activity will concentrate on the neighborhoods of the participants living in North Richmond. The participants will be designated as "block captains" to motivate them to become more involved in their personal neighborhood.

b. Identify the issue or need your project seeks to address. Describe how your proposed project is anticipated to address anti-littering, environmental stewardship, blight reduction, beautification and/or other improvements that contribute to the quality of life in the specified Mitigation Funding Area. In addressing the need of anti-littering, Reach Fellowship will partner with appropriate agencies to give demonstrations of proper garbage disposal, recycling; i.e., Richmond Sanitary District, Richmond's Recycling Department, Richmond's and Contra Costa County's local law enforcement agencies to bring awareness of these issues and the repercussion of littering.

In addressing the issue of Environmental Stewardship, Reach Fellowship will focus on what participants and community can do to protect and take care of themselves and their surroundings.

In addressing the issue of blight reduction, Reach Fellowship will focus on educating participants and community about the importance of proper disposal of furniture, household items, scheduled pick-ups as opposed to discarding these kinds of items and others incorrectly and unlawfully.

In addressing the issue of beautification, the project will focus on basic cleanliness. Volunteering to plant flowers/plants and other decorative measures to improve the physical neighborhood appearance. Reach believes that a positive physical environment affects the positive healing and attitude of individual lives.

Other issues that contribute to the quality of life in the specified North Richmond Mitigation Funding area include medication disposal (to include tobacco and drug disposal); utilization of green feminine hygiene products (including introduction of biodegradable female and male condoms) and nutrition awareness will be implemented in this project.

With regards to medication disposal, there is evidence that the poor community is more challenging to be medically managed. There is a critical need for health providers to educate patients and communities to be aware of properly disposing

medications they no longer use. Needle disposal by diabetics, drug users, etc. will be integrated in the general curriculum of this project as well.

In addressing the use of green feminine hygiene products, women participants will become aware of the choices available to them for these particular kinds of products. Understanding the damage, when disposed improperly has on the environment will enable women to become more educated about making healthier and safer alternative choices.

With regards to nutrition awareness, the project will provide the ability for participants to understand the impact on using and growing organic foods, preparation of healthier meals/snacks for themselves and families. The project will include the services and knowledge of a nutritionist to lead these types of discussions and activities.

- c. Describe the goals and objectives of the proposed project. The primary goal and objective is to make a positive impact of environmental change within the North Richmond community.
- d. Describe the steps you will follow to accomplish your objectives (plan of action, staff/volunteer roles and responsibilities, etc.).
 - 1) The project will begin with the door-to-door grassroot campaign to inform community of the project.
 - 2) Inclusion of existing and added volunteers and staff will inform community of additional services it provides.
 - 3) Scheduled group sessions to include women and their minor dependent children to disseminate information and give details about obtaining a green environment will be structured.
 - 4) Assignments will be given to participants to ensure retention and understanding of curriculum. Materials will be given for participants to document contents of presentations.
 - 5) Review sessions of information given will be conducted
 - 6) Block captains will be created among community participants who will assist staff to help community put into practice what has been learned.

e. How, if at all, does your organization propose to sustain this program after mitigation funding is expended? REACH FELLOWSHIP proposes to enact fundraising activity. In addition, ongoing grant proposal requests to appropriate funders along with private donations will take place.

Project Schedule

f. Provide a timeline for project implementation, including start and completion dates. Once award is granted, the process for the project will begin. Each issue identified in this curriculum will be covered over a five week period; i.e., if the award is granted July 1, 2011, start date for first component will begin July 18 – August 19, 2011 and so on until each issue identified in this proposal has been completed. The project is scheduled to be completed in one year.

Project Outcomes, Evaluation and Accountability

g. Describe how your organization will measure and evaluate your success in meeting your identified goals and objectives. Weekly team reviews, pre- and post-participant surveys, use of the existing Community Advisory Board to give project assessment and final evaluations will all be incorporated. Ongoing improvements will be considered for implementation based upon constant feedback. Input from community leaders, health care providers, etc., will also be welcome.

Organizational Capacity

- h. List the staff members responsible for the implementation of project-related tasks; include their qualifications and any prior relevant experience (resumes may be attached).
 - 1) Rev. Dr. Edwina Perez-Santiago is the CEO and Founder of Reach Fellowship International. For more than 40 years, as a civic and social justice advocate, activist community organizer for women's and children's rights, Bishop Edwina Perez-Santiago has been involved with projects involving the economic development of women in impoverished areas. Extensive training in Harm Reduction that focuses on drug, alcohol, STD, HIV/AIDS prevention equips her with the skills to inject the needed educational component about these matters into the curriculum for this specific project. She created the North Richmond Women's Campus Day Center which provides women in this community a safe and clean environment to gather for support meetings, healthy meal preparation and services for women in need. She has received numerous accolades and recognition for the work she has given in the North Richmond area.
 - 2) The CFO, Rev. Belinda Thomas, of Reach Fellowship International is also its medical staff with a combined 15 years experience. In addition to being

responsible for all financial matters of Reach Fellowship International and projects, she will be responsible for the specific medical focus and case management outlined in this proposal. Her expertise has allowed the project to focus on medical and social case management for this specified community. Belinda D. Thomas, RN, BSN –ACLS, M. Div. provides the needed training, knowledge and skills to incorporate into the project. She is also co-creator of the North Richmond Women's Campus Day Center.

- 3) Staff also includes individuals experienced in tobacco awareness, parenting case management, event organization, environmental awareness, court management, landscaping and janitorial experience, group facilitation and strong community, civic and religious involvement. Staff also has attained college credits and/or completion of college requirements and degrees.
 - 4) Reach Fellowship International has a Board of Directors and Advisory Board membership that includes professionals in the field of medicine, addiction specialist/counseling, clergy, small business owner, environmental activists, technology consultants and community agency and activist organizations.
- i. Describe the organization's financial management system used to maintain control over current operations and to ensure budgets are monitored and complied with? The CFO is responsible for maintaining and overseeing all fiscal matters. The use of Quick Books and Excel programs are in place. In addition, a separate CPA monitors and audits all financial records to ensure local, state and federal guidelines and requirements are met.
- j. Provide one (1) letter of recommendation or letter of support from community members or other organizations and one (1) letter from a past funder regarding your organization and/or project.

Other

k. Provide any additional information that your organization believes will assist the Committee in considering the merits of your proposal.

The needs for the North Richmond community are within the scope of the vision and mission statement of Reach Fellowship International. Funding from your organization will enable Reach Fellowship to expand its services to a broader area within the North Richmond community and have increased impact to allow it to become a stronger and more environmentally conscientious community. It is Reach Fellowship's desire to forge ahead in making North Richmond one of the top geographical areas in which recognition of environmental awareness, implementation, development and success is noted.

REACH FELLOWSHIP INTERNATIONAL NORTH RICHMOND ENVIRONMENTAL IMPACT PROJECT

BUDGET OUTLINE [JULY 2011-JUNE 2012]

REQUEST \$70,400

EMPLOYMENT DEPARTMENT	12 MONTH ALLOCATION TOTALS
	5000
OUTREACH WORKERS	1000
CONTRACTUAL SERVICES	1000
EXECUTIVE DIRECTOR (NUTRITION/MEDICAL COORDINATOR/ADVOCATE)	15,000
ADMINISTRATION	7,000
TOTAL EMPLOYMENT BUDGET	\$28,000.00
PROJECT EXPENSE	
NUTRITIOUS FOODS	600
EDUCATIONAL SUPPLIES	400
TOTAL PROJECT EXPENSE	\$1,000.00
OPERATING EXPENSE	
RENT	2,800X12=33,600
OFFICE EQUIPMENT	3,000
OFFICE SUPPLIES	500
TELEPHONE/COMMUNICATIONS	350X12=4200
PRINTING/ADVERTISEMENT	500
TRANSPORTATION/MAINTENANCE	500
TOTAL OPERATING EXPENSE	\$41,400.00
TOTAL PROJECT BUDGET	\$70,400

DEPARTMENT OF THE TREASURY

INTERNAL REVENUE SERVICE P. O. BOX 2508 CINCINNATI, OH 45201

Date:

OCT 0 6 2010

REACH FELLOWSHIP INTERNATIONAL 6014 MARKET ST OAKLAND, CA 94608 Employer Identification Number: 35-2309637

DLN:

17053103301040 Contact Person:

GWENDOLYN SHAW ID# 75078

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Public Charity Status: 170(b) (1) (A) (vi)

Form 990 Required:

Yes

Effective Date of Exemption:

August 10, 2009

Contribution Deductibility:

Yes

Addendum Applies:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

Please see enclosed Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

REACH FELLOWSHIP INTERNATIONAL

Sincerely,

Robert Choi Director, Exempt Organizations Rulings and Agreements

Enclosure: Publication 4221-PC

Cynthia Carmichael, MD 1129 Shattuck Avenue Berkeley, California 94707 (510) 292-8958

To whom it may concern:

I am writing in support of REACH Fellowship and Sistah-to Sistah. I am a practicing physician who cares for many women and men with HIV infection. I have been located in the Richmond Community for the past 13 years and have been working together with Bishop Santiago and REACH for approximately the past year.

In my capacity at Contra Costa Health Services, I had the opportunity to work with REACH personnel as they began doing outreach to women in the Richmond Community infected/affected by HIV. In addition to their important outreach efforts, REACH personnel attended meetings, participated in a luncheon for women with HIV infection and ultimately conceptualized and opened a Center for women in the Richmond community to safely come together for support and education.

I strongly support grassroots efforts such as those organized by REACH. They are especially important in these times of economic hardship in the Richmond community. I urge you to support REACH as they continue to be out on the street, among the poor and disenfranchised, working toward a better future for all.

Sincerely,

Cypthin Counciled

Cynthia Carmichael, MD



Davis Chapel Christian Methodist Episcopal Church

369 Chesley Avenue PO Box 1587 Richmond, CA 94802 fice: (510) 237-0873 Fax: (510) 237-0898

Office: (510) 237-0873 Fax: (510) 237-089 REV. DR. NICHOLAS L. BETTS, Pastor

BISHOP JAMES B. WALKER

Presiding Prelate NINTH EPISCOPAL DISTRICT REV. DR. HARRY L. REDDS

Presiding Elder

San Francisco District, NCR

August 2010

To Whom It Concerns:

Thank you for allowing me this opportunity to express my sincere honor and pleasure to speak on behalf the nonprofit organization, Reach Fellowship International. I am personally excited about their vision and mission and encourage all who can to join supporting such a worthy effort.

Having been a pastor for twenty-five years, I am always disturbed by the lack of genuine commitment of those who can help others, but for some reason, do not. For this reason, I am deeply encouraged by the hard work of Bishop Edwina Perez-Santiago, Pastor Belinda Thomas and their staff as I see them making strides to helping put individuals back to work and making steps to improve their quality of life. These people include those who have lost jobs, homes, possessions, sometimes even their families; but who are also people who want better for themselves. Many face health challenges that can be minimized with the necessary intervention.

The guidance, direction and assistance that Reach Fellowship is willing to give, offers hope. I have confidence in its abilities and dedication to helping those who want to help themselves. During these tough economic times, I believe that there are those who deserve the chance to improve their personal condition; thereby, improving the communities in which they also live.

Reach Fellowship International also deserves the chance to be in a position to offer needed help, but they cannot do it alone. To that end, I humbly ask that you pledge to do what you can also to extend a helping hand.

Thank you for letting me share this letter of support with you. I pray you will be inspired to help as well.

Very sincerely,

fw. M. Minholm Butts
Rev. Dr. Nicholas L. Betts

Pastor, Davis Chapel CME Church

Richmond, CA

WILLIAM B. WALKER, M.D. HEALTH SERVICES DIRECTOR WENDEL BRUNNER, M.D. PUBLIC HEALTH DIRECTOR



CONTRA COSTA PUBLIC HEALTH

AIDS PROGRAM 597 Center Avenue, Suite 200 Martinez, California 94553-4675

> PH 925 313-6771 FAX 925 313-6798

Reach Fellowship International Apostle Edwina Perez-Santiago 6014 Market Street Oakland, CA 94608

Dear Ms. Perez-Santiago:

This letter serves to acknowledge that the Contra Costa County, Health Services Department, Public Health Division executed a contract, Contract #22-996, with the Greater Richmond Inter-Faith Program, fiscal agent for Reach Fellowship International. The effective term for contract #22-996 was June 1, 2010 through February 28, 2011 for a total amount of \$15,000.00.

Sincerely,

Carmen Beyer, MA

Program Coordinator of Client Services

Contract Monitor

cc Greater Richmond Interfaith Program 180 Broadway, Suite D Richmond, CA 94801



SECTION 1 - ORGANIZATION INFORMATION

2010-2011 NORTH RICHMOND MITIGATION FEE FUND GRANT PROGRAM

Applicant Contact Information:

Name of Organization: SOCIAL PROGRESS INC./GRIP FISCAL AGENT

Organization Address: 328 Chesley Avenue Richmond, Ca 94801

Executive Director Name: **Eleanor Thompson/Executive Director**

Project Manager Name (Name of person applying for the grant for a specific project):

Eleanor Thompson: Title: Executive Director

Organization Mailing Address: P.O. Box 1906 City: Richmond Ca. Zip Code 94802

Phone Number: (510) 837-0188: Fax:

E-Mail Address: <u>eleanor_thompson20012002@yahoo.com</u>

Note: If application, please provide updates in writing on any changes to staff identified in application:

Amount of Request: **\$58,800.00**

Background Information:

Social Progress Inc. has been in operation since 1991. We received our 501 (c3) in 1993.

Social Progress Inc. was founded in response to the high murder rate in the City of Richmond in 1991..

Eleanor Thompson founded Social Progress Inc. due to the outcry of the residents in the City of Richmond against the violence which cost many young African American Males who was shot down in the streets of Richmond.

Social Progress Inc. was located in the Iron Triangle for over 10 years and later moved to North Richmond on Chesley Avenue. Where we continue to serve the community of North Richmond and other communities in the City of Richmond.

We have worked hard to help fight crime in the City, since 1991. We continue to fight

against violent crime in the Richmond.

Social Progress Inc. is the place where the children and youth would come for tutoring, mentoring or just to have a safe place to be after school. We continue to be an advocate for the youth. We have continued to focus on youth and their safety since we was formed in 1991.

Social Progress Inc. open a Group Home in the Iron Triangle for teenage boys and girls. Because of the founder (Eleanor Thompson) who has a great passion for youth and their welfare.

Social Progress Inc. received many awards from the City of Richmond. Just to list a few of them.

- 1. City of Richmond Certificate of Honor/Crime Prevention Program October 21, 2010.
- 2. Citizen of the Month Award City of Richmond May 1996.
- 3. Volunteer of the Year Award/Crime Prevention City of Richmond October 21, 2000.
- 4. Proclamation for the work that Social Progress Inc. did in the year 2008 awarded January 2009.

a. Provide a description of your organization's mission statement:

To keep youth safe from the streets of crime and violence.

b. State the length of time your organization has been in operation.

20 years.

Social Progress Inc. has been in operation since 1991. We received our 501 (c3) in 1993.

c. List the services that your organization provides to the North Richmond neighborhood.

We assist the residents with their search for jobs or job training programs. Resume writing, Job Application. Food Baskets, Clothes Closet.

We have a one day feeding program on Thursdays Breakfast from 8:00 am. - 9:30 and lunch at 12:00 noon - 2:00 p.m.

We have an after school program where we tutor children and youth from 3:30 p.m. to 5:30 p.m. Now that school is out we are offering a day program for children and youth of North Richmond. Where they will be able to come for the full day while parents are working this will keep them off the streets and safe.

We did a summer program with youth and young adults in 2010. We used our instructor to teach them how to plant tomato plants and to teach life skills training. We had 15

youths in the program and they all received a \$300 stipend at the end of the 8 weeks.

We are working with some of the same youths and young adults again this year and they will receive a small stipend at the end of the project.

We have 25 youth and young adults 10 of these youth are from North Richmond. The others are from South Richmond because the project is being done in South Richmond. The funding this year is for life skills training and anger management training. This project is funded by the Office of Neighborhood Safety and South Richmond was our designated area this year.

We were asked to do the project in South Richmond, because someone else was doing North Richmond.

If one do not know how important it is for these kids to get these little positions that pay them a small stipend at the end of the project, than let me just say, the dollars buy school clothes for many of these kids. Parents are low income families. Some parents are not working at all.

We at present time are using North Richmond Residents to do all the work needed around our facility.

We have the youth and young adults in North Richmond preparing to plant a small garden on site.

Project Description and Concept:

a. Describe the project your organization is proposing to implement with mitigation funds (include list of activities, proposed location (s). State if this is a new project or a continuing one.

We propose to do Community Blight Reduction, in the North Richmond Community. We will hire youth and young adults from the North Richmond Community for the term of the grant, which is the end of the funding period, which is December 31, 2011.

The duties will be to pick up garage from the streets. We will focus on blight reduction especially blight that is visible from the street or sidewalk. We will also have the young people cut lawns for seniors and do yard work for the seniors who can not do the work themselves.

We will go through the North Richmond Community and spot check where there is grass that have grown up on the City or County property and we will use our youth and young adults to cut the grass and clean up around County and City owned property that is a sore eye in the community. We have spotted a lot of dumping and that too will be cleaned up by the team of youth and young adults who will be supervised by our staff.

We also will give free vouchers for residents in North Richmond who are low-income and need the assistance for a one time disposal of garage that have been neglected for a period of time. They are in need of some financial assistance with the clean up around their property, as stated above, it will be a one time assistance.

Before the end of the contract period we will have a clean up day, which will consist of placing several dumpers in the community to give all the residents in the community a chance to dispose of all unwanted items and clean up garbage from around their property. The Community can come out as a community and help get all the area cleaned up.

We will also contact and have workshops to educate the property owners about the need to keep every area around their property clean and beautiful. We want them to keep their lawns cut at all times and stop people from dumping garbage on and around their property by reporting people who they see dumping garbage.

We will also do some graffiti clean up in the neighborhood.

This is a new project for Social Progress Inc. It is a way to employ our youth and young adults. The service is a needed service in the community. In the 90's Social Progress Inc. had a company called Triple T., that contracted with the City to clean up abandon buildings and board them up according to city code.

- b. Identify the issue or need your project seeks to address. Describe how your proposed project is anticipated to address anti-littering, environmental stewardship, blight reduction, beautification and/or other improvements that contribute to the quality of life in the specified Mitigation Funding Area.
- 1. We seek to address Properties with significant overgrown and decayed vegetation, litter and garbage; We will do clean up when needed and attempt to notify the owner of the property, to make them responsible for the clean up of their property.

There are a lot of tall grass that has grown up on the side walk which is the County or the City responsibility and we will make sure that all of that is taken care of. There is also a lot of illegal dumping that this grant will allow us to clean up and put some of the residents to work.

- 2. Buildings or structures that are unpainted or have substantially worn paint;
- 3. Buildings or structures with graffiti and /or significant amounts of defaced sections, such as illegal postings, advertisements etc.
- 4. Property where the outdoor area contains rubbish, such as appliances, furniture, machinery, or other debris not commonly stored outdoors;
- 5. Property with conditions that present public safety risks, such as structurally

comprised building facades, fences, or staircases.

- 6. The other part would be to keep the streets and area around the sidewalks free of blight and garbage.
- 7. The at-risk youth and young adults will be hired or placed in our stipend program and they will be supervised on a daily bases and taken out to pick up all the garbage and clean all the blight that is visible to the eye in the neighborhood.
- 8. We will have the team to paint over graffiti and if funds allow we will engage in painting some of the seniors home in the North Richmond community that is deteriorating. Homes that are in significant deterioration or disrepair. We will look at dilapidated buildings or an abandoned lot that is inadequately maintained and an eyesore.

C. Describe the goals and objectives of the proposed project.

The goals and objectives is to see the neighborhood clean and beautiful no longer an eyesore to the people and residents who live in the community, but a community they can be pride of.

The goal is also to educate the property owner on keeping their own property clean, and kept up, which they should do.

The goal is to put as many youth and young adults to work and off he streets as possible. Once we tell one young person we start getting all these calls I cannot turn anyone away until the money has really been depleted and there is nothing left.

- d. Describe the steps you will follow to accomplish your objectives (plan of action staff/volunteer roles and responsibilities, etc.).
- 1. We will have a community form and let the residents know what our plans are and put out applications for volunteers. We will also hire North Richmond residents. They too will fill out an application.

We will attend the North Richmond Neighborhood Council Meeting to inform them about the project we are getting ready to do in the Community. They too may have names they want to add to the volunteer list or employment list.

We will use volunteers who will be paid a stipend. We will hire 2 Personal staff who will supervise the volunteers and give them directions on what they are going to be doing.

2. Engaging the public in the planning of the clean up to get their input and volunteers from the community.

- 3. Make sure dumpers are in place before the clean up starts.
- 4. The purchase of gloves, shovels, bags, cutting tools, picks and anything else that is needed for the project.
- 5. Abatement and Remediation: An approved remedial action plan will be in place to be sure to implement to abate containing materials and other hazardous substances as necessary for demolition.
- e. How, if at all, does your organization propose to sustain this program after mitigation funding is expended?

We plan to submit for other grants and do fundraisers to raise more money to keep the program going once we get started.

Project Schedule

f. Provide a timeline for project implementation, including start and completion dates.

The Funds for this grant will be available on July 2011 ending December 31, 2011. We plan to start the program as soon as we are informed that we will be funded for this project.

If funded we can keep the youth working doing the summer and until the end of the grant period. We will end the project December 31, 2011 for this funding period.

Project Outcome, Evaluation and Accountability

g. Describe how your organization will measure and evaluate your success in

meeting your identified goals and objectives.

We will be sure to register each person who come into the program on the job or stipend program.

The success of the project will be determined by how many young adults we keep on the job and how well they do. The end of the program will also determine our success rate by the number of participant we get placed on permanent jobs.

To determine our success with the youth will be determine by how many enroll in the program and how many will finish the project and receive certificates. The youths are in school our goal is to encourage them to stay in school or college.

We want to be able to place 100% of our participant on a permanent job and not less than 80% to complete the program.

It will also be evaluated by the number of properties we clean up and how well we do

with our endeavor to educate the property owners and residents in the community about keeping their property clean. We want to encourage the residents of the community to take part in making sure the community stay clean and beautiful.

Organizational Capacity

h. List the staff members responsible for the implementation of project-related tasks; include their qualifications and any prior relevant experience (resumes may be attached).

The Project Manager Mr. Lamont Hyde, who will supervise the youth and young adults. He has been in the field of landscaping for over five years and has worked for Cal Tran for over 10 years and has a certificate in Landscaping.

We will farther take application for another supervisor to come on board.

Eleanor Thompson, who did contract work under the name Triple T, with the City of Richmond in the 90's to clean up buildings and make sure the buildings were boarded up according to City code. Her company also made sure that all the garbage was removed from the premises and no blight was visible inside or outside the building.

i. Describe the organization's financial management system used to maintain control over current operations and to ensure budgets are monitored and complied with?

Eleanor Thompson has in the past did all the financial budget management. We will be using Grip this year as our fiscal Agent and they will handle our financial budget. We will submit to them and they will manage the budget.

j. Letter of Recommendation or letter of support from community members or other organizations and letter from a past funder regarding your organization and or project

See community letter. The City of Richmond has been the funder in the 90's and have been the source of funding in 2010.

Other

K. Provide any additional information that your organization believes will assist the Committee in considering the merits of your proposal.

We are located in North Richmond where we have served over 25 resident who are looking for jobs and job training. We get many walk ins from the community and they are in need of work. This grant will allow us to pay stipend to at lease 25 volunteers and hire 2 other North Richmond Residents in the Community.

We would like to get funding to give jobs to the youth and young adults in North Richmond.

SECTION III - BUDGET INFORMATION 2010 ~ 2011

Personnel	\$30,000.00
Rent 5 months @ \$500.00	\$2,500.00
Insurance	\$800.00
Stipend 15 volunteers/\$1,000 each	\$15,000.00
Equipment/ gloves, cutting tools/dumpers/	\$3,000.00
Vouchers for one time vouchers for clean up	\$5,000.00
Supplies Office supplies/paper/pens/folders/stamps	\$ <u>2,500.00</u> \$58, 800.00

One part time @ administrator \$1,500.00; 3 supervisors to supervise the youth and young adults \$1,500.00 X 3 = \$4,500.00=\$22,500.00; who are on a stipend program. \$1,000, which they will receive for the term of the grant. Rent for 5 months @ \$500.00 per month =\$2,500.00; Insurance for year \$800.00; Equipment/ gloves, cutting tolls/ dumpers/Lawn Mowers; Vouchers for clean up \$5,000.00; Supplies/food \$2,500.00.

Eleanor Thompson

CEO

Teonna Thompson

Secretary

Internal Revenue Service

Date: May 24, 2007

GREATER RICHMOND INTER-FAITH PROGRAM 165 22ND ST RICHMOND CA 94801-3203 Department of the Treasury P. O. Box 2508 Cincinnati, OH 45201

Person to Contact:

Maggie Webster ID #17-52098 Customer Service Representative

Toll Free Telephone Number:

877-829-5500

Federal Identification Number:

23-7169239

Dear Sir or Madam:

This is in response to your request of May 24, 2007, regarding your organization's taxexempt status.

In May 1972 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records indicate that your organization is also classified as a church under sections 509(a)(1) and 170(b)(1)(A)(i) of the Internal Revenue Code.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

Michele M. Sullivan, Oper. Mgr. Accounts Management Operations 1

FISCAL SPONSOR AGREEMENT

This Fiscal Sponsor Agreement is entered into this <u>11th</u> day of <u>May</u> 2011 by and between the Greater Richmond Interfaith Program (GRIP), an established 501(c)(3) non-profit, community based interfaith organization, hereinafter referred to as "Fiscal Sponsor" and Social Progress Inc. a non-profit corporation, hereinafter referred to as "Corporation".

Social Progress, Inc. is a non-profit corporation, organized in 1993. The Corporation operates a "One-Stop Resource Center" in North Richmond where it plans to provide case management, crisis intervention, anger management and related services geared to increase self-esteem among targeted community youth. The community services provided by the Social Progress Inc. are in harmony with the stated mission and community service purpose of GRIP.

GRIP, as Fiscal Sponsor, shall have ultimate control over the funds for the Corporation and shall create a restricted fund designated for the Project. GRIP will administer all such funds to the benefit of the Corporation minus an administrative charge of ten percent (10%) in keeping with the following procedures:

The Corporation shall provide the Fiscal Sponsor with a copy of its contract with the City of Richmond, it's operating plan, scope of services, job descriptions and budget.

Reports on the operation and performance of the Corporation will made available to the Fiscal Sponsor at least every three (3) months, and GRIP sponsorship of the Corporation will be subject to review and reconsideration on an annual basis.

Should the program activities or charitable contributions of the Corporation begin to serve other that the stated purposes of the Corporation, and/or in any way endanger the non-profit 501(c)(3) status of GRIP; financial sponsorship of the Corporation will be forthwith suspended.

The Corporation will be responsible for recruiting and raising funds for its projects, the Fiscal Sponsor agrees to pay salaries and operating expenses from these funds in response to vouchers submitted for said purposes.

The Corporation will hire, supervise and discharge all employees under this agreement. For the purposes of this Agreement, the employees of the Corporation shall be considered employees of the Corporation. GRIP will maintain personnel and payroll records in the time, form and manner provided by the Corporation.

All costs and benefits related to employees of the project shall be covered by designated funds of the project.

Services provided by the Greater Richmond Interfaith Program (GRIP) will include, but are not limited to the following:

- Act as fiscal agent for Social Progress Inc. and will pay the costs of salaries, applicable state and federal taxes, Social Security for the Corporation's paid staff and participants, on behalf of the Corporation;
- Maintain personnel and payroll records in the time, form and manner required by the Corporation;
- Attend meetings with staff of the Corporation, as appropriate, upon request by the Corporation; and
- Work collaboratively with the Corporation's staff to develop and leverage funding sources to ensure the effective operation of the Corporation's programs.

Administrative Charge: In order to cover administrative costs, GRIP shall claim and retain ten percent (10%) of all funds received for the project.

All costs and benefits related to employees of the project shall be covered by designated funds of the project.

GRIP, as Fiscal Sponsor, agrees to provide the Corporation with monthly reports on expenditures, receipts and balances of designated funds.

Amendment(s) to the Fiscal Sponsor Agreement may be made at any time during the duration of this agreement by mutual written consent of the parties hereto.

This agreement may be terminated by mutual written consent of the parties or by a thirty (30) day written notice by either of the parties hereto.

Greater Richmond Interfaith Program

Social Project, Inc.

Arthur J. Hatchett, Executive Director

Date: APril 25, 2011

Eleanor Thompson, Executive Director

Date: April 25, 2011

Eleanor Thompson P.O Box 1906 Richmond CA 94802 510-837-0188

Email: Eleanor thompson20012002@yahoo.com

Qualifications

- *Democratic Party Elected Member, District 1 Representative
- *Social Progress Inc. Youth Services Program age 14 18 and 19 25.
- *Group Home for 0-19 boys and girls
- *Recruited, hire, evaluated employees
- *Plan and organize weekly staff meetings
- *Responsible for all reports, administrative records and documentation
- *Plan, organize and schedule program activities for clients
- *Meet weekly with both individual and small groups of clients
- *Trained in leadership, teamwork and community organization building
- *Organized neighborhood crime watch program and block captains of all cultures and backgrounds
- *Organize youths to attend community events, conferences, and outings
- *Received "Citizen of the Month" City of Richmond 1996
- *Received "Honorary Citizen of the Year Award" City of Richmond 2001
- *Received "Dental Assistant Society Award" Contra Costa College
- *Triple T Clean Up Service/Maintenance/Supervisor

Neighborhood Watch Block Group Captain Iron Triangle/Certificate

- *Substitute teacher John Swett School District
- *Substitute teacher West Contra Costa Unified School District

Employment History

2003-2004 City of Richmond Housing Authority: Relief Specialist

2001-2002 Contra Costa County: Community Worker/TeleHealth Program

1994-Present CEO/Social Progress Inc: Supervised staff, and youth. Planned daily activities. Check eligibility for clients for subsidized childcare, Grant writer.

1985-1994 Dental Assistant/Office Manager

Education

- *Chapman University: B.A Degree Social Science 2002
- *Cal State Hayward: Sociology Major 1980-1992
- *Contra Costa College: A.S Degree Sociology/Criminal Justice Certificate 1976
- *Contra Costa College: Dental Assistant Certificate/ Dental Assistant X-ray License 1973



resume

Monday, June 13, 2011 2:11 PM

From: "Thompson, Teonna" <TThompson@wccusd.net>

To: eleanor_thompson20012002@yahoo.com

Teonna Thompson Email: Teonna T06@yahoo.com Telephone: 510 -932-2679

Qualification:

Substantial experience and outstanding skills in customer service.

Accustomed to working in fast paced environment with the ability to think quickly and successfully handle difficult customers.

Excellent interpersonal skills, ability to work well with others, in both supervisory or support staff roles.

Computer Skills: Proficient with Microsoft Word, Microsoft Office, Microsoft Access, Excel, PowerPoint, Outlook, Internet, World Perfect. Bi-Tech, Reflections, and Power School.

Education:

Currently completing B.A in Legal Studies at John F Kennedy Contra Costa College received Associate of Arts in Political Science El Cerrito High School received High School diploma

Professional Experience:

West Contra Costa Unified School District, Accounting General Clerk October 2008- October 2010

Clerical Duties
Maintaining File System
Distributes incoming mail
Performs mathematical calculations
Bookkeeping work

Analyzing accounting data, including estimates, invoices and reports

West Contra Unified School District , Substitute- Instructional Aide Typist Clerk 1-3, Secretary-Elem May 2008- September 2010

Tutoring of Elementary and Secondary level children Clerical Duties Maintaining File System Typing and checking record info Distributes incoming mail

Data Transcriber, Internal Revenue Service Jan 2008- Jun 2008

Transcribes and/or key verifies a wide variety of taxpayer prepared tax returns, related schedules and/or documents.

Identifies

missing, incorrect, and unrecognizable data and takes appropriate course of action to resolve errors, or refers to others for correction.

Assistant Manager, Harold Pener Man of Fashion

Oct. 2005 - Nov. 2006

Placed orders to restock merchandise and handled receiving of products Managed reports, email, inventory, and maintained clientele book and records Provided customer service in fast paced atmosphere Cash Handling Handled heavy volume of phone calls

Outsourcing Representative, MLB.COM (Major League Baseball.com) Apr.2006-June.2006

Responded to emails and telephone inquires and provided technical, billing, and general product and program information

Researched and communicated info and recorded daily activities in a fast paced environment

Administrative Assistant, Social Progress Inc

Jan. 2002 - Mar. 2006
Responsible for analysis of monthly budgets
Responsible for scheduling maintence calls, and staff meetings
Basic Clerical Duties

Head Cashier/Assist. Manager, See's Candies Oct. 2004 - Mar. 2005
Cash Handling
Assisting in the managing of the books
Responsible for Inventory
In charge of recruiting employees

References Available Upon Request

BUSINESS CERTIFICATE

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LICENSE: 4000-6146

EXPIRES: 12-31-2011

Current Employees: 1

SOCIAL PROGRESS, INC 328 CHESLEY AVE RICHMOND, CA 94801



Duplicate

LICENSE TYPE: NON-PROFIT ORG/GRATUITOUS

TYPE OF BUSINESS: NORG - NONPROFIT

City of Richmond • 450 CIVIC CENTER PLAZA • RICHMOND, CA 94804 • (510) 620-6742

DETACH YOUR BUSINESS LICENSE CERTIFICATE FROM ABOVE AND POST IN PUBLIC VIEW

Renew your license prior to the end of the effective date listed below. You are required by City Ordinance RMC 7.04 to have a valid Business License Certificate if your business is located in the City of Richmond, or if you perform work within the City.

Prepared in accordance to the Administrative Policy and Procedures manual POLICY NUMBER: AP 516

LICENSE NUMBER: 4000-6146

EFFECTIVE DATE: 01/01/2010 TO 12/31/2011

Fees Paid - This is not a bill	CURRENT LICENSE		
g ^o	Qty /Employees	Fees	
GRATUITOUS LICENSE	1	0.00	
BUS - ZONING COMPLIANCE	0	41.00	
BUS - BLDG LICENSE INSPECTION	0	70.00	
Receipt for Current License Fe Receipt No: R326 Payment Date: 04/27/2011 Paid by: TEONNA THOMPSON	Method : CHECK Check No : 1002		
TOTAL		111.00	

Owners(s):

ELEANOR THOMPSON

NO OTHER OWNERS

Not a Bill

AP-08-99

For Information contact the City of Richmond Business License Office 450 CIVIC CENTER PLAZA • RICHMOND, CA 94804 • (510) 620-6742 www.ci.richmond.ca.us

IT-12-10

Business Mailing Address / Account:

Owner/Address: Account: 1027891

SOCIAL PROGRESS, INC. P.O. BOX 1906 RICHMOND, CA 94802

Certificate of Insurance



This certifies that

X	State Farm Fire and Casualty Company, Bloomington, Illinois
	State Farm General Insurance Company, Bloomington, Illinois
П	State Farm Fire and Casualty Company, Aurora, Ontario
	State Farm Florida Insurance Company, Winter Haven, Florida
П	State Farm Lloyds, Dallas, Texas

Policyhoider	policyholder for the coverage THOMPSON, ELE	Jes indicated below: ANOR DRA SOCI	AI DROCRECE	No			
Address of policyhold		THOR DBA SOC	AL PROGRESS I	NC			
Location of operations		RICHMOND CA	94904.4520				
Description of operation		RS POLICY	1 0-1001-1323			77 ' . ' - 	
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		Policy	/ Period	Limits of L			
Policy Number 97-BT-W754-2	Type of Insurance	Effective Date	Expiration Date	(at beginning of	policy (y period)	
97-BT-W754-2	Comprehensive Business Liability	05/11/11	05/11/12		BODII	Y INJURY AND	
This insurance includes:		Operations	.i		PROP	ERTY DAMAGE	
	Contractual Liability Personal Injury	operations.		Each Occurrence	\$	1,000,000.00	
	Advertising Injury			General Aggregate	\$	2,000,000.00	
				Product - Completed Operations Aggregate	\$	1,000,000.00	
Policy Number	EXCESS LIABILITY Umbrella	Policy Effective Date	Period Expiration Date	BODILY INJURY AND P (Combined Size	ROPER	RTY DAMAGE	
			<u> </u>	Each Occurrence	\$		
	Other			Aggregate	S		
		Policy					
	Workers' Compensation	Effective Date	Expiration Date	Part I - Workers Compe	ensation	- Statutory	
	and Employers Liability			Part II - Employers Liability Each Accident			
				Disease - Each Employee	\$ \$		
				Disease - Policy Limit	\$ \$		
		Policy	Period	Limits of Lia	-		
Policy Number	Type of insurance	Effective Date	Expiration Date	(at beginning of po	idicy na	riod)	
	COV B PERS PROP	05/11/2011		\$25,500.00	moy po		
	COV C LOSS INCOME	05/11/2011		12 MONTHS			
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C arising out of the operations by or on behalf of the named insured including bodily Injury, deaths and property damage or destruction arising in any respect directly or indirectly in the performance of this contract.

05/18/11
Date

Agent's Code Agent Code AFO Code	Starte SOPAK FIRE 57	05-6124
•	EAST BAY AFO	1643468 08-25-2009

2010-2011 NORTH RICHMOND MITIGATION FEE FUNDING REQUEST APPLICATION

Verde Elementary Creek Champions Program

ORGANIZATION INFORMATION

APPLICANT CONTACT INFORMATION

Name of Organization: The Watershed Project
Organization Address: 1327 S. 46th Street

Building 155

Richmond, CA 94804

Executive Director Name: Linda Hunter
Project Manager Name: Juliana Gonzalez

Title: Healthy Watersheds Program Manager

Phone Number: (510) 224-4085

Email Address: juliana@thewatershedproject.org

BACKGROUND INFORMATION

Mission Statement Description

Our mission is to inspire Bay Area communities to understand, appreciate and protect our local watersheds.

The Watershed project is located in Richmond, California, on the campus of the University of California's Richmond Field Station.

We promote understanding and appreciation of local natural resources; increase awareness of the human impacts upon these resources; and inspire community involvement and action that will protect and restore our local watersheds.

We show people how they are an integral part of a watershed, and how their behavior within that envelope, from mountaintop to marsh, affects and can improve the health of local water, soil, air, wildlife and even themselves. We help them realize that they are part of a living community - the interdependent web of living organisms that inhabit the watershed and depend on it for its clean soil, air and water.

For over eleven years, our programs have effectively interwoven awareness and action, education and stewardship. Our program strategies share common goals: increased individual awareness of the environment, increased individual and community stewardship of these resources, increased capacity for grassroots community groups to be watershed stewards, and promoting biodiversity and healthy watershed habitat.

Length of Time in Operation

We have served the community since 1997.

Services We Provide in North Richmond

Green Academy. In summer 2009, our Green Academy provided 15 youth from the North Richmond Young Adult Empowerment Center 120 hours of green job training. In summer 2010, an improved Academy program provided a total of 15 youth with 120 hours of green job training.

Wildcat Creek Trail. In concert with East Bay Regional Parks District, we promote recreational use of trails in the area, including Wildcat Creek Trail, the West County Landfill Loop, and a trail at the Wild Cat Creek staging area. We bring students to the trail for guided walks with park rangers and/or with our educational staff.

Creek Care. For the last two years, in August, we work with the EBRPD to organize a Creek Care event at the Wildcat creek staging area.

Wildcat Creek Stewardship. We have adopted 3 sites on Wildcat Creek (Rumrill, the staging area, and Verde Elementary school) for purposes of trash cleanup and revegetation. We bring students and recruit neighborhood volunteers to remove trash and invasive plants, and to plant natives.

Making Waves. We work with Making Waves' after school program and provide students various environmental service-learning education and stewardship opportunities. Many of the students are from North Richmond.

North Richmond Shoreline Festival – We participate in and help organize this Festival.

Verde Elementary School Earth Day- For the past two years we held an Earth Day event at Verde Elementary school. In 2009, we mobilized 50 youth from local high schools to help remove close to 600 pounds of trash from Wildcat Creek in North Richmond.

San Pablo / Wildcat Council. We work with the council on flood control and creek restoration issues.

SPAWNERS. The Watershed Project acts as a fiscal sponsor and provides capacity building services to SPAWNERS (San Pablo Watershed Neighbors Education and Restoration Society.) SPAWNERS involves community members in protecting San Pablo Creek and its watershed.

Breuner Marsh and North Richmond Shoreline Visioning and Restoration: In the last two years, we have mobilized over 100 volunteers to help restore the native vegetation of Breuner Marsh and participated in the visioning and planning for the North Richmond Shoreline as part of the North Richmond Academy.

Richmond Clean and Green is a multi-faceted campaign to reduce trash and dumping and educate the public on watershed awareness. The program has two main vectors: classroom and general public. Both vectors interweave stewardship and watershed awareness building. The program includes delivery of anti-litter programming at **Verde Elementary School**, Service Learning projects at the **Wildcat Staging Area** and Verde Elementary, a public trash can anti-litter/decorating projects, three **general public workdays** for cleanup of local trash hot spots, annual **trash hotspot monitoring** events. Stipends fund interns to receive training for helping coordinate and deliver these activities.

SECTION II – PROJECT OVERVIEW

PROJECT DESCRIPTION AND CONCEPT

PROPOSED ACTIVITIES

Anti-Litter Classes at Verde Elementary School

We will deliver four 1-hour anti-litter classes to students to help them understand the problems of litter. The emphasis of the program is litter prevention. The Watershed Project has provided these courses for the last five years to hundreds of students in the City of San Pablo. Last school year, the program was carried out at Edward M. Downer, Lake, Bayview and Riverside elementary schools, serving over 200 students.

The Watershed Project proposes to provide classroom presentations to four 3rd grade classes. Additionally, The Watershed Project will provide students with a take-home activity page they can use to share what they learned with their families. The classroom program presented supports California State Standards wherever possible and helps teachers incorporate further litter prevention education in their classrooms.

The goals of the activities presented are to teach students:

- The importance of creeks, watersheds and the life that surrounds them
- About the issue of urban runoff pollution with special attention paid to litter prevention
- About actions students and their families can take to reduce the pollution and litter that enters our creeks and the environment through storm drains and illegal dumping.

Proposed activities for the classes (subject to change):

A Creek in the Classroom: An Introduction to Creek Ecology

- Creating a model creek in the classroom, students learn about the creek ecosystem and the plants
 and animals that rely on the creek for their survival, as well as discuss litter in creeks and how it gets
 there, what can be done about it.
- Pollution Soup
- Students learn about the storm drain system, and add materials to a jar of water to create a visual demonstration of the impact of urban runoff and non-point source pollution on the watershed.

Student-Decorated Trash Receptacles

To help students retain their new knowledge (from the anti-litter class) and to instill stewardship in them, they then participate in a student anti-litter art project. They will create ceramic tiles to decorate public trash cans to deploy in North Richmond. The trash receptacles are purchased as part of the project and installation will be coordinated with the County Public Works Department, EBRPD, City of Richmond and the School District. This is a continuing activity.

Interns from the community will receive a stipend to work with children in creating the tile art and in installing the tiles on the trash receptacles.

THE ISSUE OR NEED WE SEEK TO ADDRESS

The continued urbanization of Wildcat Creek and San Pablo Watersheds in North Richmond, the tendency to flood, and the persistent trash and dumping prevalent in the area threatens these watersheds, pollutes the Bay, and reduces possibilities for public enjoyment of parks, creeks and shorelines. Restoring urban watersheds to naturally functioning systems requires action not only along creek banks but also in other areas of the watershed.

Simply removing trash is not enough; educating the public to not litter and otherwise pollute our watersheds is a better solution. The propose work **combines education**, **art and stewardship**. Program participants receive the immediate gratification of communicating what they've learned to family and friends, and then creating a work of art that will promote community awareness of the need to be responsible about trash. This moves students towards a lifelong anti-litter outlook AND to communicate that to friends and family.

GOALS AND OBJECTIVES

The goals are to reduce littering and increase the health and beauty of our creeks, shoreline, and community.

The objectives are to

- Reach 100-120 students with anti-litter education.
- Have the students create and deliver outreach postcards to 100-120 residences
- Have the students create beautiful anti-litter tile art.
- Decorate 3 new trash receptacles with the art and install them in North Richmond.

STEPS TO ACCOMPLISH OBJECTIVES: PLAN OF ACTION ADD CLASS

- · Meet with principal and core teachers to select classrooms to participate
- Schedule the in-class visits
- Prepare in-class and art materials
- Deliver classroom session
- Take tiles to kiln for firing. Retrieve when completed
- Decorate trash receptacles
- Work with all agencies to install trash cans
- Gather survey feedback from teachers

STEPS TO ACCOMPLISH OBJECTIVES: STAFF AND INTERN ROLES & RESPONSIBILITIES

Program Manager Juliana Gonzalez will

- Supervise delivery of the program
- Supervise other program staff and stipend interns
- · Coordinate with partner organizations, schools, and government agency staff

· Help deliver the program

Environmental Education Coordinator Andrew LaBar will help deliver the program.

SUSTAINABILITY

We will continue fundraising for this program from both government and private sources.

PROJECT SCHEDULE

	Aug 2011	Sep	Oct	Nov	Dec
Coordinate with agencies and contractors for trash can installation					
Schedule and deliver 4 school anti liter classes					
School trash can art project					
Installation of trash cans					
reporting					

PROJECT OUTCOMES, EVALUATION, AND ACCOUNTABILITY

Most simply, we will assess success by comparing actual outcomes with our objectives (above.) Specifically:

- Did we deliver 4 anti-litter classes?
- Did we decorate and install 3 new trash receptacles? Does teacher feedback indicate success?
- Did we deliver community workday anti-litter outreach and recruitment fliers to 100 residences?

ORGANIZATIONAL CAPACITY

STAFF MEMBERS

Biography — Juliana Gonzalez

Ms. Gonzalez' environmental education background began with a BS in biology from the Universidad de Los Andes in Bogota, Colombia. Before leaving Colombia to continue her education in the US, she worked for the Colombian *National Planning Department* as a Natural Resource Planner and Policy Development Coordinator. There, she helped design and implement environmental projects, scheduled and contributed in team meetings for development of national conservation policy initiatives, and worked on a Dutch-funded project to protect Macarena National Park. She then earned an MS in Natural Resource Management (State University of New York), and finally, a Ph.D in Geography emphasizing Environmental Monitoring and Modeling from King's College (London, England.)

While at King's College, working on her doctorate, she was a Project Coordinator and Scientist. She headed multiple ecological, hydrological and biodiversity projects, supervised up to 5 participating scientists, and was responsible for the collection of data at several field stations. She coordinated multiple project schedules, managed extensive databases and wrote peer-reviewed papers. Also, as a Teaching Assistant she taught an upper division lab course in *Statistical Principles*, a field course on *Monitoring and Modeling Cloud Interception Processes*, and a course in *Forest Hydrology*.

Returning to the US, Juliana was briefly a professor at the *Ringling School of Art & Design* in Sarasota, Florida, where she taught a course called "Biodiversity of the Earth". Moving to the Bay Area in 2006, she became a Program Coordinator for SPAWNERS (.5 FTE) and coordinated volunteer restoration workdays, creek cleanups and surveys, environmental education, and public meetings. She conducted fieldwork in San Pablo creek using standard techniques for bio-monitoring and hydrological assessments. She presented complex scientific findings to non-scientific audiences, wrote public information messages, flyers, and a quarterly newsletter.

In 2007, Juliana became TWP's Community Stewardship Program Manager, an additional .5 FTE. In 2009, this position became fulltime. Ms. Gonzalez oversees the program, including capacity building aid to creek and shoreline groups, volunteer restoration workdays, creek cleanups and surveys, and public meetings. She supervises staff, and helps develop budgets, grants and contracts.

Resume attached.

BIOGRAPHY— ANDREW LEBAR

Andy is a recent Bay Area transplant, coming to us from his native Portland, Oregon. Seeking a change from the suburban growth and unstable environmental degradation of where he grew up, Andy chose to enroll in college in tiny Arcata, home of Humboldt State University, in the northernmost region of the California coast. During his tenure there, Andy's studies covered a wide range of topics that came together as a degree in Recreation Administration. He focused on Outdoor Youth Education and the environmental impacts of unsustainable tourism.

FINANCIAL MANAGEMENT

The Watershed Project maintains a financial management system complying with the Generally Accepted Accounting Principles (GAAP) for not-for-profit organizations. Day-to-day financial management roles are staffed by the executive director and by an outside bookkeeper as needed.

Financial reporting, including budget-to-actual performance and fundraising to meet grant match requirements, is shared monthly with the organization's treasurer and the full board of directors. The organization's financial data and accounting procedures are reviewed annually by an outside auditor. The most recent review continued to affirm that the Watershed Project's financial statements were in compliance with non-for-profit GAAP requirements.

OTHER DOCUMENTATION/INFORMATION THAT COULD ASSIST THE COMMITTEE See Chronology of Awards, attached.

SECTION III – BUDGET INFORMATION

Total Amount of Grant Requested: \$10,029

TABLE 1	Hours	Cost	Request
Staff labor			
Coordinate with agencies and contractors for trash can installation	36	\$1,260	\$1,260
Schedule and deliver 4 school anti-litter classes	24	\$840	\$840
School trash can art project	24	\$840	\$840
Installation of trash cans	12	\$420	\$420
Labor hours & subtotals	96	\$3,360	\$3,360
benefits@10%		\$336	\$336
Labor total*		\$3,696	\$3,696
Supplies & Materials			
Two youth stipends @\$60		\$120	\$120
Copies & Printing		\$50	\$50
Postage		\$50	\$50
tile décor supplies and 3 trash receptacles		\$4,700	\$4,700
Travel		\$55	\$55
refreshments		\$50	\$50
Supplies & Materials subtotal		\$5025	\$5025
Grand Subtotal		\$8,721	\$8,721
Overhead at 15%		\$1,308	\$1,308
Grand Total		\$10,029	\$10,029

^{*} Stipend rate is \$15/hour. Staff hourly rate is \$35.



Julia R. Bueren, Director

Deputy Directors R. Mitch Avalon Brian M. Balbas Stephen Kowalewski

June 13, 2011

Attn: LaShonda Wilson North Richmond Mitigation Funding Request Proposals 4150 Civic Center Plaza Richmond, CA 94804

RE: Letter of Support for The Watershed Project

Dear North Richmond Mitigation Funding Committee,

The Contra Costa County Public Works Department, Watershed Program (CWP) is responsible for ensuring compliance with our County's Municipal Regional Stormwater Discharge Permit and protecting our waterways from pollution. In order to achieve our water quality goals and involve the public in pollution prevention awareness, we have partnered extensively with The Watershed Project.

I would like to take this opportunity to express CWP's utmost confidence in The Watershed Project's ability and integrity in managing its finances and delivering services successfully. The Watershed Project has provided CWP with a variety of watershed outreach and public education and involvement services for many years, including administration of our Contra Costa County Community Watershed Stewardship Grant, environmental education programs in school classrooms, community creek cleanups, and leading volunteer groups in creek restoration and site maintenance work days.

During the current school year, The Watershed Project has also helped us conduct trash assessments in our trash hot spots on Wildcat Creek, and helped us strategize about ways to promote trash pollution prevention in North Richmond and throughout unincorporated areas of Contra Costa County.

The Watershed Project routinely goes above and beyond the minimum criteria of our contracts with them. They deliver projects on time, within budget, with high quality and take pride in the valuable work they are performing in partnership with CWP and other Bay Area municipalities. They have earned and deserve their excellent reputation and I can endorse their proposal to provide services to the benefit of our customers in North Richmond.

A HED PLOCKS

Sincerely,

Charmaine Bernard

Contra Costa County Public Works Dept.

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Watershed Program

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June 13, 2011

North Richmond Mitigation Fee Committee Attn: LaShonda Wilson North Richmond Mitigation Funding Request Proposals 4150 Civic Center Plaza Richmond, CA 94804

Dear NRMF Committee,

I would like to make two points with respect to the Watershed Project's proposal to you. First, the proposed work will quite definitely benefit the North Richmond community.

The projects they are proposing are creative and thoughtful applications that uniquely address these problems in our community, and as well leverage The Watershed Project's years of experience in community-based environmental education and action.

- The proposed education and stewardship program at Verde Elementary continues and expands on TWP's excellent work at the school. Helping students do something about local trash abatement in their own community is a great way to cultivate in our community's children a lifelong habit of not littering, and it is a gateway to moving them towards environmental appreciation in general.
- The Stakeholders Action Plan convenes a diverse group of stakeholders to collaborate on and commit to, at long last, a much-needed holistic plan to work on litter abatement in the community.
- The Cul de Sac Planter project is the best idea I have ever seen for both beautifying the neighborhood as well as preventing litter in Wildcat Creek.

I am fully supportive of The Watershed Project as the perfect NGO to deliver the proposed projects. They are a very committed group, and work hard to tackle difficult problems. I like their strategy of working simultaneously with children and adults; it is innovative and cost-effective.

To sum up, I encourage you to fund their proposals—it will be money very well spent indeed!

Thank you,

Whitney Dotson

President

North Richmond Shoreline Open Space Alliance

C. Juliana González

1002 Everett Street, El Cerrito, CA 94530 Phone (510) 759-1203

EDUCATION

1999-2007	King's College London, London, England
	PhD Geography. Environmental Monitoring and Modeling.
1996-1998	SUNY College of Environmental Science and Forestry, Syracuse, NY
	Masters of Science, Natural Resource Management
1989-1994	Universidad de Los Andes, Bogotá, Colombia
	Bachelor of Science, Biology

PROFESSIONAL EXPERIENCE

08/07 today Community Stewardship Program Manager

- Oversees Program development and implementation
- Facilitates organizational development aid to creek groups
- Coordinates volunteer restoration workdays, creeks cleanup, creek surveys, environmental education, and public meetings throughout the Bay Area
- Coordinates after school creek base education programs in West Contra Costa County recreation centers.
- Supervise interns and program staff
- Support the development and management of budgets, grants and contracts

08/06 09/08 SPAWNERS Coordinator

The Watershed Project, Richmond, CA

- Coordinates volunteer restoration workdays, creeks cleanup, creek surveys, environmental education, and public meetings for the San Pablo Watershed.
- Conducts fieldwork in the San Pablo creek using standard techniques for biomonitoring and hydrological assessments.
- Presents complex scientific findings to non-scientific audiences.
- Develops budgets, writes grants and solicits donations for SPAWNERS.
- Develops public information messages, flyers, and a quarterly newsletter for SPAWNERS.

08/04-12/04 College Professor

Ringling School of Art & Design, Sarasota, FL

• Taught "Biodiversity of the Earth" class to incoming freshmen.

01/00-05/04 Project Coordinator and Scientist

King's College, London, England

- Headed multiple ecological, hydrological and biodiversity projects.
- Supervised up to 5 participating scientists.
- Responsible for the collection of data of several field stations.
- Managed extensive databases
- Wrote peer-reviewed papers

06/99-12/99 Teacher Assistant

King's College, London, England

- Taught an upper division lab course: Statistical Principles.
- Taught field course, Monitoring and Modeling Cloud Interception Processes.
- Taught Forest Hydrology to sophomore class.
- Coordinated multiple project schedules.

02/94-01/96 Natural Resource Planner and Policy Development Coordinator

National Planning Department, Bogotá, Colombia

- Participated in the development of government environmental projects to be presented to international agencies and financial institutions
- Scheduled and contributed in team meetings for development of national conservation policy initiatives
- Member of the team that got the conservation incentive incorporated in the tributary reform of 1995
- Developed mega projects to be funded by the government of the Netherlands to protect Macarena National Park

APPLICATIONS

- Word
- Excel
- Power Point

- ArcGIS
- In Design
- Access

- Outlook
- Basic web design
- QuickBooks

SKILLS

• Fluent in English and Spanish



Chronology of Awards

1993 California Water Policy Conference Award

Honoring those who "Creatively integrate water planning with other resources."

1996 Friends of the San Francisco Estuary

Award for an "Outstanding CCMP Implementation Project."

1999 State of California

Integrated Pest Management Innovator Award

1999 Board of Supervisors of Contra Costa County

<u>Commendation</u> for "Innovative public outreach efforts to preserve the aquatic resources of Contra Costa County and the greater San Francisco Bay Area."

2002 United States Environmental Protection Agency

For "Efforts to protect and preserve the environment" and for its teacher workshops: *Kids in Creeks, Kids in Gardens*, and *Watching our Watersheds*.

2002 California Governor Gray Davis

<u>Commendation</u> for *Creeks, Wetlands and Watersheds Conference* and for "Outstanding efforts to promote the protection of our land and water to educators, students, and the general public."

2002 United States Environmental Protection Agency Region 9

<u>Environmental Achievement Award</u> "in recognition of outstanding leadership in protecting the environment and public health for this and future generations."

2006 Contra Costa Watershed Forum

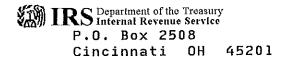
Watershed Project of the Year. For the Baxter Creek Gateway Restoration project.

2008 From the **City of Richmond** for "Outstanding Performance" in organizing the Martin Luther King National Day of Service on the Richmond Greenway.

2009 Congressman George Miller

Special Congressional Recognition for "Environmental Stewardship" and outstanding and invaluable service to the community.

2010 California State Parks Foundation: State Parks Grassroots Champion Award for efforts to protect and advocate for California's state parks.



In reply refer to: 0248459780 July 23, 2008 LTR 4168C E0 91-1767292 000000 00 000 00021463

BODC: TE

THE WATERSHED PROJECT 1327 S 46TH ST RICHMOND CA 94804-4600276



014816

Employer Identification Number: 91-1767292
Person to Contact: MR. PILLIS
Toll Free Telephone Number: 1-877-829-5500

Dear TAXPAYER:

This is in response to your request of July 14, 2008, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in MAY 1997, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

michele M. Sullivar

Michele M. Sullivan, Oper. Mgr. Accounts Management Operations I